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**Presenter(s):** Greg Kettler

Talk ID:

1362

**Talk Title:** Matplotlib Examples Uses

113

**5 min pre:** 7:15 pm    **Talk Start:** 7:20 pm    **Length:** 80:00    **End -5m:** 8:35 pm    **End:** 8:40 pm

- [ ] Have a water bottle for ready for the presenter
  - [ ] Ensure presenter has microphone and completed sound check (if not, poke AV team)
  - [ ] Check that HDMI is plugged into the presenter's laptop
  - [ ] Ensure presenter's display appears on the projector and confidence monitors
  - [ ] Ask the presenter "Will there be laptop sound?" If so, ask AV to plug in and test sound
  - [ ] Ask the presenter how they would like to be introduced and how to pronounce their name
  - [ ] Ask the presenter if they would like time warnings, and if so, when they would like them
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- [ ] When the presenter is ready, un-mute the microphone
  - [ ] Make any special announcements (eg. Audience defrag, events later in the day)
  - [ ] Hit the Big Red Button. (On = recording starts)
  - [ ] Introduce the presenter(s) and the talk

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**Presenter(s):** Ben Toews

Talk ID:

1363

**Talk Title:** Event Driven Concurrency

114

**5 min pre:** 8:15 pm    **Talk Start:** 8:20 pm    **Length:** 70:00    **End -5m:** 9:25 pm    **End:** 9:30 pm

- [ ] Have a water bottle for ready for the presenter
  - [ ] Ensure presenter has microphone and completed sound check (if not, poke AV team)
  - [ ] Check that HDMI is plugged into the presenter's laptop
  - [ ] Ensure presenter's display appears on the projector and confidence monitors
  - [ ] Ask the presenter "Will there be laptop sound?" If so, ask AV to plug in and test sound
  - [ ] Ask the presenter how they would like to be introduced and how to pronounce their name
  - [ ] Ask the presenter if they would like time warnings, and if so, when they would like them
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- [ ] When the presenter is ready, un-mute the microphone
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  - [ ] Introduce the presenter(s) and the talk