



UNIVERSITY OF SASKATCHEWAN

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Event Itinerary (draft 170413)

11:30 AM	Lunch	University Club
12:40 PM	Contestant Debrief	Venue
1:00 PM	Event Opening Remarks	Dean Baxter-Jones
1:15 PM	Welcome	Dr. Karen Chad
1:30 PM	3MT Presentations	
2:30 PM	15 Minute Reset Break	
3:30 PM	Refresh Break	(Judge Deliberations)
4:00 PM	Awards	
4:30 PM	Closing Remarks	Dr. Pamela Hawranik
4:40 PM	University Club Wine & Cheese	

Western Regional 3MT Competition Check-list

Pre Event:

- ☐ Has your home institution [registered](#) you?
- ☐ Are your [travel arrangements](#) complete?
- ☐ Has your [.pptx slide](#) been uploaded?
- ☐ Have you reviewed the event itinerary and the order of speakers? (this info will be released soon)
- ☐ This is a semi-formal event. Please dress appropriately (business, or business casual).

Day of Event:

- ☐ Please remain seated for the entire event, outside of when you are being miked and presenting. Lapel mics will be used to record the audio of the speakers. All talks will be videotaped. When you have completed your talk please allow the volunteer to remove your mike right away, and immediately take your seat.
- ☐ Your presentation will be live-streamed – [please share this link](#). And let your live-streaming supporters know that to vote on-line for the ‘people’s choice award’.
- ☐ The awards presentation will follow shortly after the presentations have been completed.
- ☐ The top three judged videos will be submitted for the virtual National 3MT competition

Post-Event:

- ☐ Please be available for interviews and photos after the event