POWERPOINT & DATABASE MARSHAL

Must attend database training on Wednesday 18 December from 11.30 - 1 pm at Docklands Stadium, Victory Room B, Gate 2, level 1. After lunch (provided) attend registration and training in Victory Room A.

Specific Location
Individual stages (1 per stage)

Number of Staff
14

Reports to
PowerPoint & Database Manager

Responsible for
Operating PowerPoint presentation.

Note: There are no PhD slides included in your presentation as they will be controlled from one central location even if they are being presented at your stage. Only 3 stages will have PhDs receiving awards, however the slide show on all stages will show the PhDs receiving their awards.

Specific tasks

- Coordination of the student registration database for your stage.
- Skip absentee student slides
- When presentations on your stage are finished, stay on the holding slide until all stages are finished.
- When all stages are finished, move to the last slide.
- At the conclusion of the ceremony, close laptop (without shutting down), place it and associated power cables and mouse in the bag and return to Victory room B.