MB&B Hall Seminar Rules

Attendees: Meetings begin at **9:00 sharp**. Please don't disrupt the meeting by entering the room late. It is very rude and disruptive to arrive late, so please be on time.

Zoom link: Join from PC, Mac, Linux, iOS or Android: [https://yale.zoom.us/j/127847754](https://yale.zoom.us/j/127847754)  Or Telephone: 203-432-9666 (2-ZOOM if on-campus) or 646 568 7788; Meeting ID: 127 847 754

Speakers:

1. Arrive early to set up so that the talks can begin at precisely 9:00. Give a 20-25 minute talk followed by a short discussion period. Any talk exceeding 25 minutes will be cut off. Your talk plus questions should not exceed 30 minutes. Please monitor the time, so that you do not cut into the second speaker’s time, or prevent people from getting started on their busy day.

2. Recently arrived postdocs can present work from their previous lab.

3. We suggest dividing your presentation time up as follows:

   a) Start with a ~5 minutes of background, putting your project into the big picture. Remember that there will always be people in the audience new to the meeting who are unfamiliar with the field you work in or the work of your lab.

   b) Spend ≤5 minutes reviewing your previous work on the project.

   c) Spend 10-15 minutes presenting your experimental work since you last gave Hall meeting.

   d) Make sure you explain what your results mean and what you plan to do next.

4. Practice giving your talk for a group of your lab colleagues before giving it at hall seminar.

5. If you want to switch speaking slots, **you must arrange for this on your own**, and also inform Anthony.koleske@yale.edu and elizabeth.vellali@yale.edu of the change.
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<th>Date</th>
<th>Speaker</th>
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