Interior Design Presentation Booking Form

This form must be completed 10 business days prior to presentation date. Public Notice will be completed based on information provided.

Name: ___________________________ Student Number: ________________

E-mail Address: ___________________________

Presentation Date: ___________________________ Presentation Time: ________________

Audio Visual Requirements

Please Check:

☐ Data projector
☐ Screens (depending on room)
☐ Telephone-conferencing required (Dept Head signature required) ________________

Level of Presentation: ☐ Intermediate (20-30 min. presentation & 20 min. questions)

Examiner’s form must be submitted prior to Intermediate Presentations

☐ Final (20 min. presentation & 20 min. questions) ***

PLEASE NOTE PRIOR TO THE FINAL PRESENTATION, THE TITLE OF THE THESIS/PRACTICUM MUST BE FINALIZED FOR SIGN-OFF OF THE MASTER’S THESIS/PRACTICUM FINAL REPORT FORM

Note if you are using a Mac you must have an adapter that will allow you to connect to the data projector.

Any other special requirements: ________________________________________________

Presentation Title: ________________________________________________

Committee (please include affiliation)

Advisor/Chair: ________________________________________________

Examiner: ________________________________________________

External Examiner: ________________________________________________

***External Examiner Participation: In Person / Electronically / N/A

Advisor Approval: ___________________________ Date: ___________________________

Forms should be submitted to Student Services Assistant, Student Services Rm. 201 John A. Russell Building, Faculty of Architecture, University of Manitoba