



## Presentation Details

Examination Date: \_\_\_\_\_ Time: \_\_\_\_\_ a.m./p.m. <sup>2</sup> Room: \_\_\_\_\_  
DD/MM/YYYY

\_\_\_\_\_  
Student Signature Date

\_\_\_\_\_  
Supervisor's Signature Date

\_\_\_\_\_  
Program Director's Signature Date

1. If any multimedia presentation equipment is required for the examination students are responsible in making advance booking arrangements with the Media Services office located in room KHE227, e-mail [avhelp@torontomu.ca](mailto:avhelp@torontomu.ca) or 416-979-5000 ext. 554444.
2. Room will be booked by the graduate program office. If the presentation is virtual (e.g., via Zoom) please indicate 'virtual'. If virtual the presentation Chair will book the meeting and will send the invitation to the examination committee, supervisor(s) and student.
3. Students have the option of pre-recording a video of their presentation and sharing it with their committee prior to their scheduled oral presentation. Please discuss this option with your supervisor and presentation Chair.

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**Note:** As per the Faculty Handbook, the responsibilities of the **Faculty Advisor and Members of the Supervisory Committee** include: 'Knowing the program and university regulations and standards for a dissertation, thesis or major project, and ensuring that the Graduate Student is aware of them. The dissertation, thesis or major project must be of an acceptable standard prior to submission to the Examining Committee; if the members of the Supervisory Committee believe that it is not ready for submission, or will not be ready within a particular time, the Graduate Student, the Program Director, and the Dean of Graduate Studies must be informed of the reasons in writing'. If the student chooses to proceed against the recommendation of his/her supervisor or supervisory committee, the Program Director, School of Graduate Studies Dean and the student must be informed in writing that the supervisor or supervisory committee considers it not ready for defense.

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