Your Working Routine

80% of success is being there (Woody Allen). Do it!

1. Submit your **outline** at least one week before your talk to the instructor.

2. Submit your **presentation** at least two days before your talk to the instructor.

3. **Peer review:** Submit your peer review on the **day of the talk** to the instructor. Have your name on an outside envelope but not on the form. Speakers do not have to peer review the other talk.

4. After your talk: Come to the **next office hour** of the instructor to discuss your score (it stays at zero until you come to an office hour).