Department of Molecular Biology and Biochemistry, UC Irvine

SEMINAR SPEAKER SCHEDULE

**Speaker name, Ph.D.**

Speaker’s Department

Speaker’s University

**Seminar Day of the week, Date, and time**

|  |  |  |  |
| --- | --- | --- | --- |
| **TIME** | **APPOINTMENT** | **LOCATION** | **PHONE** |
| 9:00 am – 9:20 am | Pickup from hotel by host and drive to UCI campus |  |  |
| 9:25 am – 10:05 am |  |  |  |
| 10:10 am – 10:45 am |  |  |  |
| 10:55 am – 11:35 am |  |  |  |
| 11:45 am – 12:00 pm | Preparation for seminar | 1114 Nat Sci 1 |  |
| 12:00 pm – 1:00 pm | Enter title of seminar here | 1114 Nat Sci 1 |  |
| 1:15 pm – 2:45 pm | Lunch with graduate students from host’s lab |  |  |
| 2:50 pm – 3:25 pm |  |  |  |
| 3:35 pm – 4:15 pm |  |  |  |
| 4:20 pm – 5:00 pm |  |  |  |
| 5:15 pm – 6:00 pm |  |  |  |
| 6:30 pm | Dinner organized by host |  |  |

***Host:*** *Name, Building, Office, Phone*