8:30 – 8:35 people arrive

8:35 – 8:40 brief introductions (mentor, mentee, old cohort or new, position/location)

8:40 – confirm who plans to give a presentation

8:40 – 8:50 first presentation

8:50 – 9:00 second presentation

9:00 – 9:10 third presentation

9:10 – 9:20 questions

Excess time