

Conference session time signs

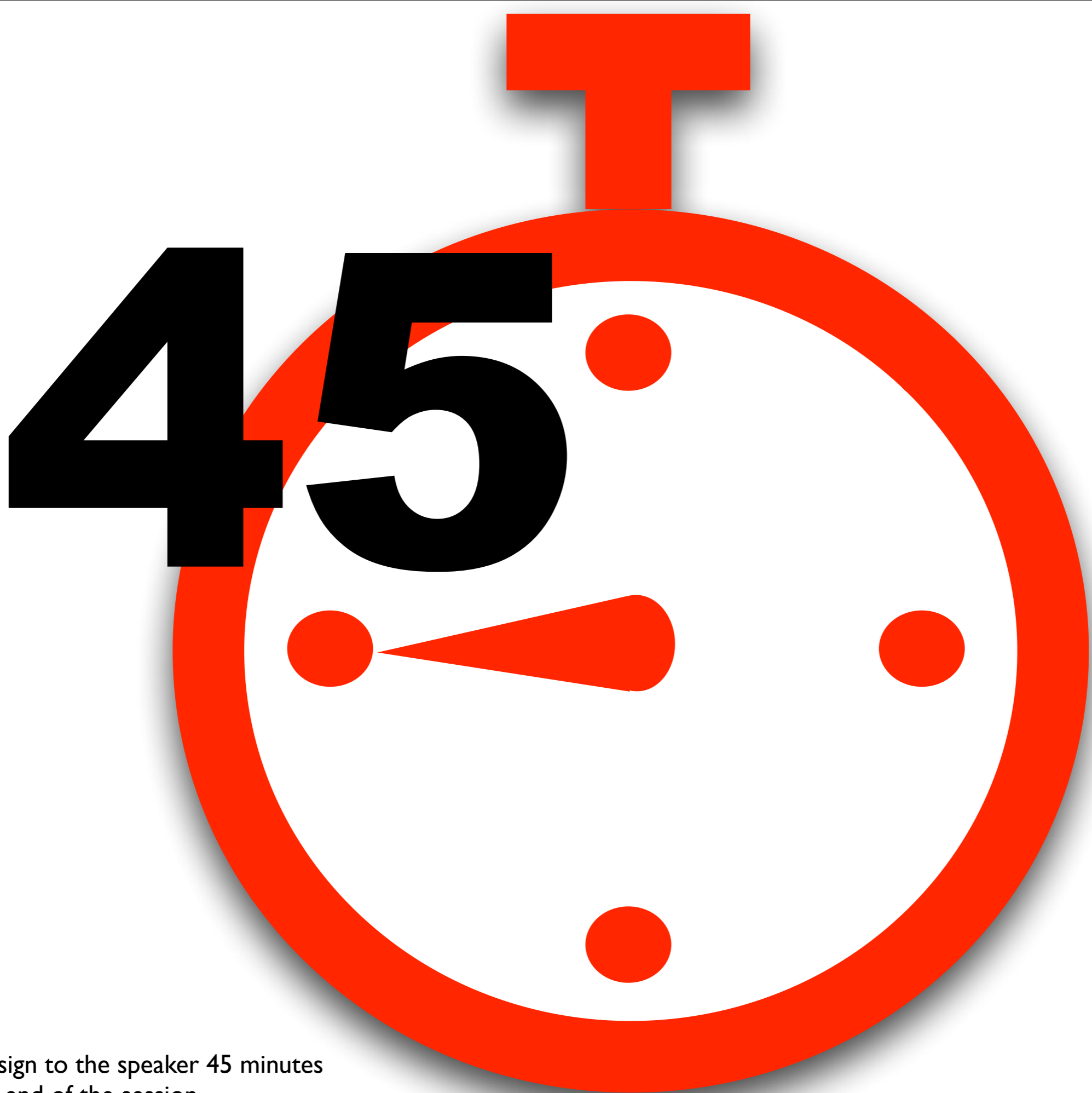
- Signs for conference time keepers
- Pick the series that looks best for you
- Print each sign to a separate paper sheet
- (optional) laminate each sign
- Give the signs to someone in the front seats (the time keeper) who will show it to the speaker at the right time



Instructions for the time keeper

- Approach the speaker before the session
- Show the signs to the speaker, making sure that the meaning is clear
- Ask the speaker at which times he/she wants to be notified
- Sit in clear view of the speaker (the front row is usually a good place)
- Show each sign to the speaker at the appropriate time

**White
background
clock**



Show this sign to the speaker 45 minutes before the end of the session



Show this sign to the speaker 30 minutes before the end of the session



Show this sign to the speaker 15 minutes before the end of the session



Show this sign to the speaker 10 minutes
before the end of the session



Show this sign to the speaker 5 minutes
before the end of the session



Show this sign to the speaker when it is time to end the session

**Black
background
clock**



Show this sign to the speaker 45 minutes
before the end of the session



Show this sign to the speaker 30 minutes
before the end of the session



Show this sign to the speaker 15 minutes
before the end of the session



Show this sign to the speaker 10 minutes
before the end of the session



Show this sign to the speaker 5 minutes
before the end of the session



Show this sign to the speaker when it is time to end the session

Road signs



Show this sign to the speaker 45 minutes
before the end of the session



Show this sign to the speaker 30 minutes
before the end of the session



Show this sign to the speaker 20 minutes
before the end of the session



Show this sign to the speaker 15 minutes
before the end of the session



Show this sign to the speaker 10 minutes
before the end of the session



Show this sign to the speaker 5 minutes
before the end of the session

TIME:

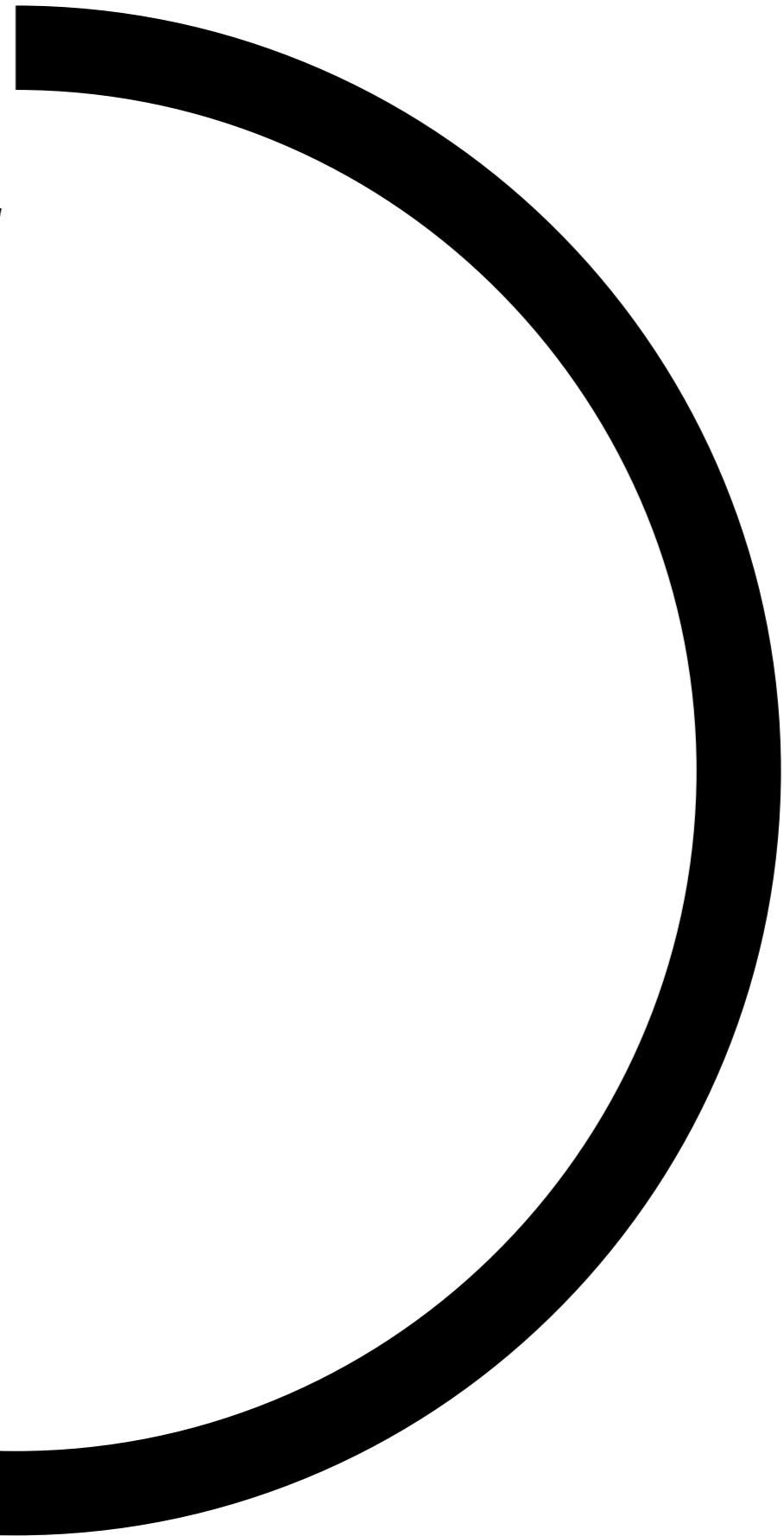
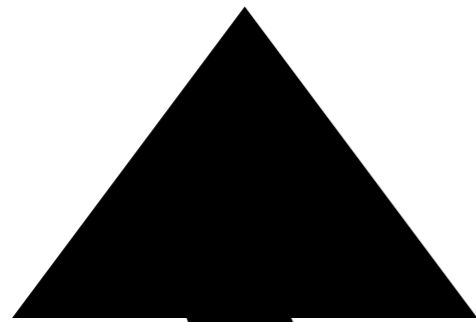


Show this sign to the speaker when it is time to end the session

Time curve

TIME

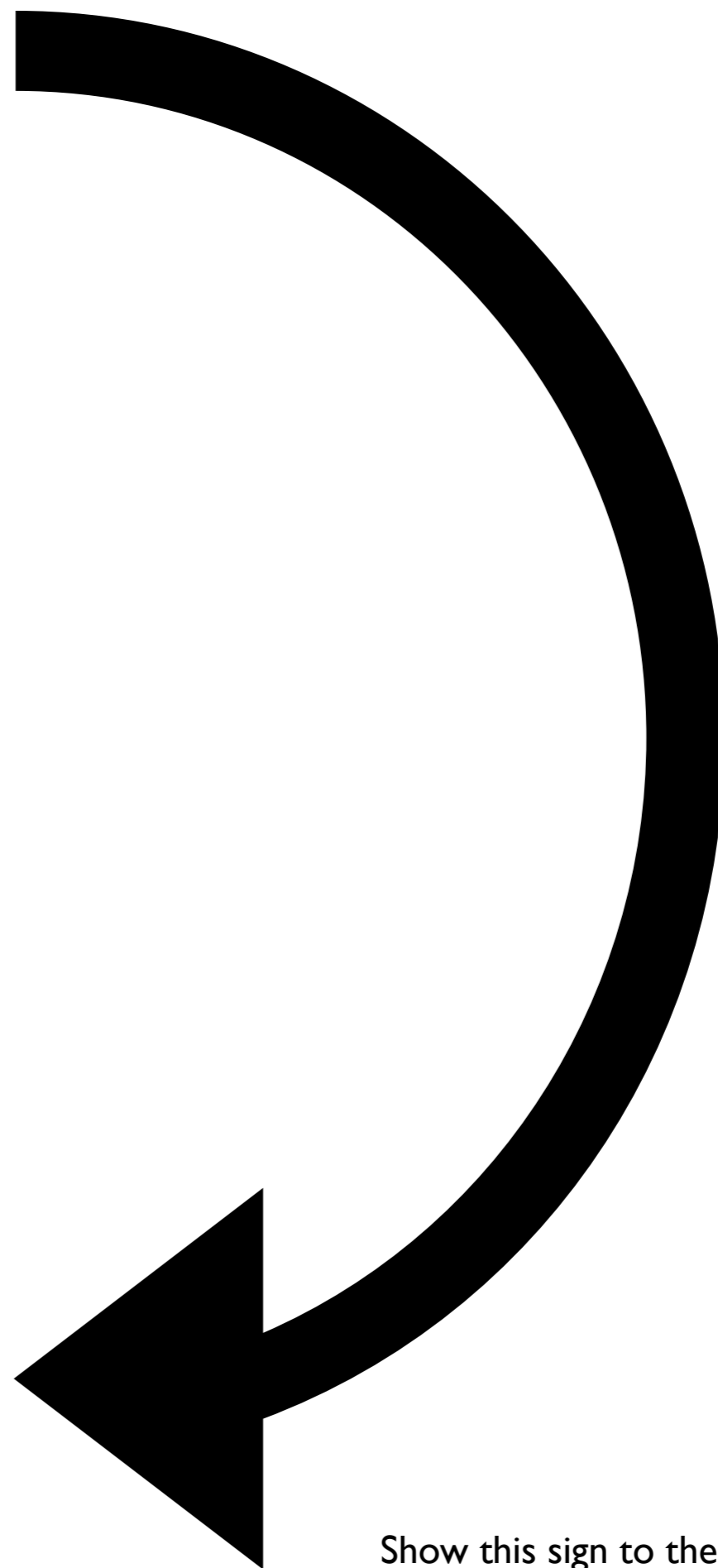
45



Show this sign to the speaker 45 minutes before the end of the session

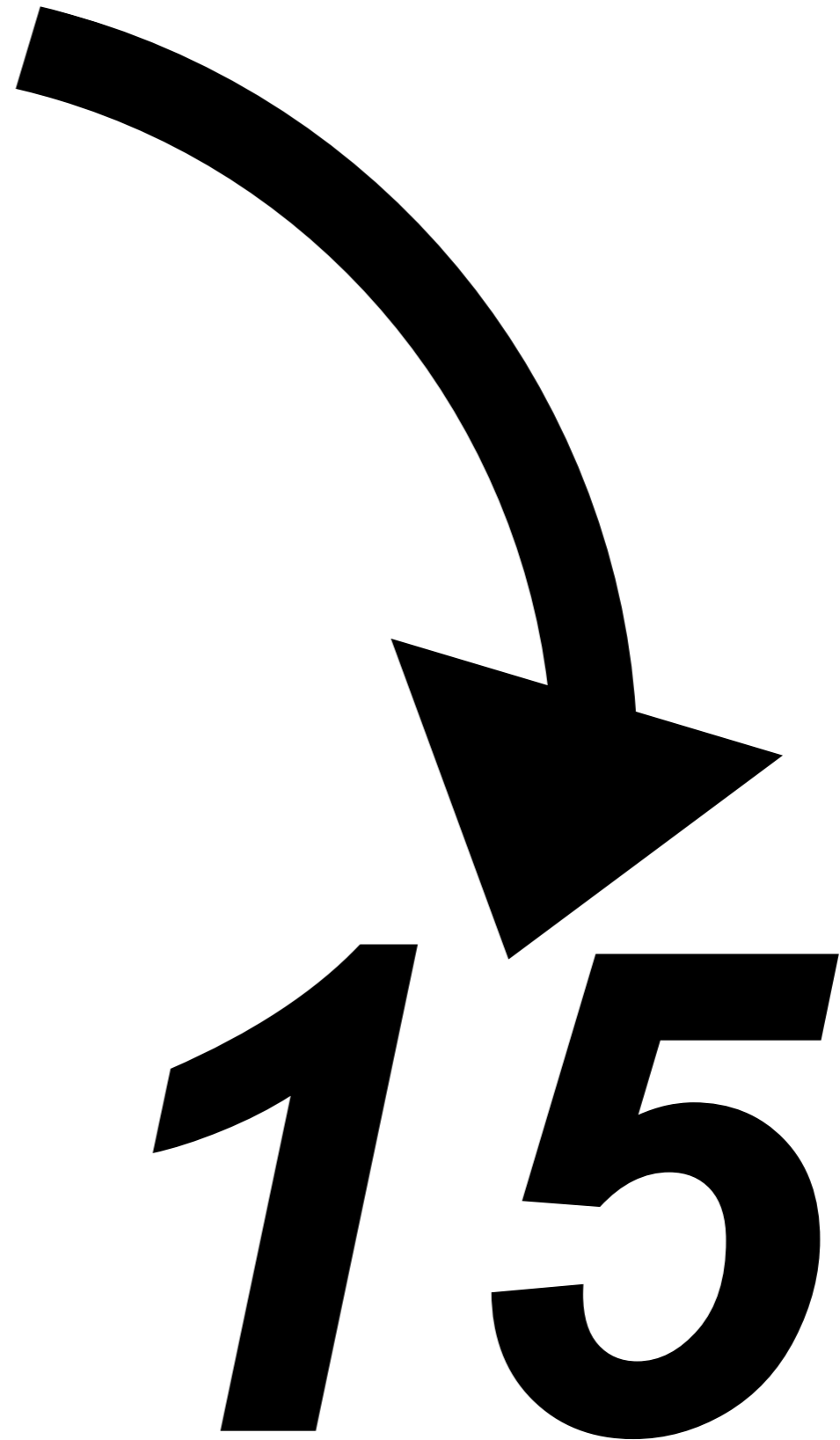
TIME

30



Show this sign to the speaker 30 minutes
before the end of the session

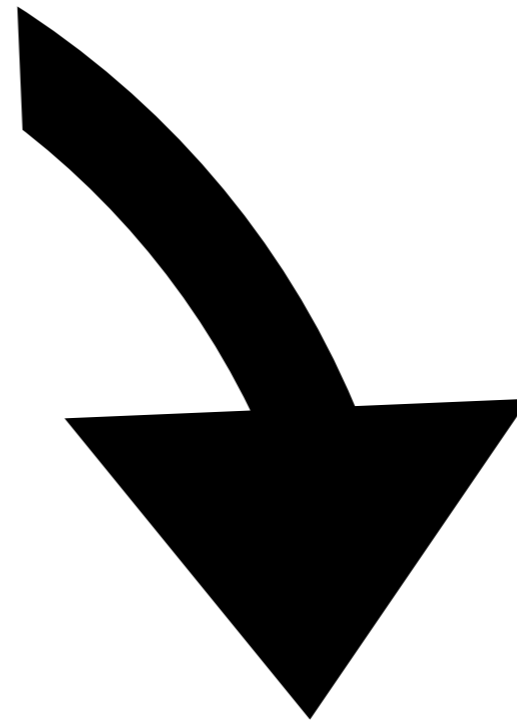
TIME



15

Show this sign to the speaker 15 minutes
before the end of the session

TIME



5

Show this sign to the speaker 5 minutes
before the end of the session

TIME 0

Show this sign to the speaker when it is
time to end the session