Departmental Services on the day of your PhD Defense:

The venue for the public defense:

- Marina (or her replacement) is responsible for setting up the venue and cleaning up afterwards. Water is provided for the student and the opponent and flower arrangement are placed on the table/desk.
- Doctoral students are welcome to bring flowers home afterwards.
- Set-up and control of any AV-equipment is not included.

The following reception:

- The department is responsible for buying potato chips, pretzels, water and non-alcoholic cider.
- Marina (or her replacement) sets up chips, drinks etc. in the room booked for the gathering.
- If you want to serve other drinks you are welcome to purchase them and contact Marina about serving assistance.
- Marina (or her replacement) will clear up after the reception and is responsible for washing glasses and bowls.

Please observe:
Assistance in setting up and clearing away drinks and snacks only applies when the reception is held at the department premises. For defenses and/or receptions booked at other venues the same “basic package” with snacks and drinks is included, but delivery to the outside venue and setting up the service is the responsibility of the doctoral student. Flower arrangements can be ordered and send to the venue.

For questions: contact Marina Nordholm

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