## Transcript

Title: 5 steps to nailing your graduation ceremony Creator: Graduations

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Congratulations! You've made it. Graduation.

This ceremony is your moment to shine.

Here are 5 simple steps to making it through this graduation ceremony smoothly.

One. Check that the seat you are sitting in is the seat listed on your registration ticket. This is the order you'll be presented on stage, so you want it to be right. If you're wearing a trencher - that's the square top cap - check the tassel is on your left-hand side. Staff will straighten up your hat and regalia just prior to going on stage.

Two. Follow the graduation staff, who will collect you when it's your turn to cross the stage. Walk up to the steps and stop at the red carpet.

Three. Listen for your name. Now's your moment. Once you hear it, acknowledge the name reader and the presiding officer standing in the middle of the stage with a nod. Begin to walk across the stage.

Four. Take the presentation tube in your hand. Don't forget to smile for your photograph.

Five. Exit the stage by the centre stairs. Caution, be careful not to get your gown sleeve caught on the steps rail. Go to the back of the hall to collect your testamur.

Remember: check, follow, listen, smile, exit.

Return to your seat and enjoy the rest of the ceremony.

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