

# Running an Unconference Session

For each Unconference Session:

- Appoint three roles:
  - moderator
  - notetaker
  - time keeper
- Take notes!
- 10 minutes before end of session, capture any action items or next steps
- Publish your notes to the wiki at [HydraConnect 2014 Unconference Sessions](#)
- Email your notes to all the following lists:
  - [hydra-partners@googlegroups.com](mailto:hydra-partners@googlegroups.com)
  - [hydra-tech@googlegroups.com](mailto:hydra-tech@googlegroups.com)
  - [hydra-users@googlegroups.com](mailto:hydra-users@googlegroups.com)
- **Don't wait to email the notes!** send 'em at the end of the session; you can polish them online later.