

Instructions for e-poster moderator

E-Poster Moderator Guidelines:

Each e-poster session will have a Session Chair to oversee all groups going on simultaneously.

E-POSTER DISCUSSION MODERATORS

The E-Poster Sessions take place in an open space, clustered around electronic poster screens.

Please arrive at the E-Poster stations 10 minutes before the start of the session to be prepared and locate your station. You will need to familiarize yourself with the operation of the E-Poster screen so that you can help each speaker find and project their E-Poster and show them how to use the zooming facilities that the screen is equipped with.

- **E-Poster Discussion** presenters will have **5 minutes** to present their E-Poster (3 minutes to present plus 2 minutes for QA).
- The hostess will ring the bell at the end of 4 minutes and then at 5 minutes, indicating the time to move on to the next presentation.

It is essential to keep the session on time. Please do not allow speakers to exceed their time and ensure each speaker can start on time. Try to formulate at least one question for each speaker yourself and ask if there are any others to ensure each speaker (if they leave time) gets at least one question.