



35th ANNUAL MEETING OF THE
**EUROPEAN SOCIETY FOR
PAEDIATRIC INFECTIOUS
DISEASES**
Organised jointly by ESPID and the ESPID Foundation.



MADRID
SPAIN
23-27 MAY
2017



GUIDELINES FOR ESPID 2017 E-POSTER DISCUSSION MODERATORS

Please locate the E-Poster Areas in the congress centre and the individual E-Poster screen allocated for the session you are leading. This information is available in the Mobile App and in the printed programme book. Please ask if you are in doubt.

The E-Poster presentation sessions take place in an open space, clustered around electronic poster screens. To avoid sound interference between groups at adjacent E-Poster screens, speakers are amplified into individual radio headsets. Audience members need to collect these from a central point in the E-Poster Area (E-Poster HelpDesk), set them to the correct station number for the session they are joining and wear them.

There will be two microphones for each station. You will control your own microphone. The second microphone should be passed from one speaker to the next in order of the e-poster presentations. Please ensure that each speaker uses the microphone effectively. You will need to wear a headset to judge this.

Please arrive at the E-Poster stations 10 minutes before the start of the discussion session to receive your headset and microphones (from the E-Poster Helpdesk) and locate your station. You will need to familiarise 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 pointing and zooming facilities that the screen is equipped with. Each E-Poster Discussion Session presenter will have 5 minutes to present his/her E-Poster plus 2 minutes for discussion – total 7 minutes maximum.

It is essential to keep the session accurately to time. Please do not allow speakers to exceed their time and ensure each speaker can start on time. If there is time for questions, you should select each questioner and give them your microphone to use, ensuring that they do so, otherwise others will not hear the question. Please try to formulate at least one question for each speaker yourself and ask it if there are no others to ensure each speaker (if they leave time) gets at least one question.