



Guidelines for Short Communication Chairs

Below please find guidelines for the Short Communication Session that you are chairing.

Please refer to the Congress Mobile App or the Interactive Program for the list of presentations in your session.

Parallel Short Oral Presentations will be scheduled at the following times:

- Thursday 22 August – 13:20-14:40
- Friday 23 August – 13:20-14:40
- Saturday 24 August – 11:30-12:30

All participants are invited to the E-Poster Stations at the Exhibition Hall to hear the short presentations and to ask questions. Please note that there are a number of parallel short oral communication sessions in each time slot, consisting of a number of posters. Each session will be guided by two chairpersons. Presenters of Short Oral Communications need to prepare an E-Poster. **The presentation is on an E-Poster.** No powerpoint presentation is needed.

Please note:

- Please arrive to the Poster Area 10 minutes before the session starts so you can get familiar with the way the session will work. Please make sure you check the actual number of posters you have to discuss which might give you more or less time for the single presentations.
- Each presenter will have 3 minutes to present his/her poster plus 2 minutes for discussion – total 5 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 is able to start on time. 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.

We thank you for your cooperation and hope you enjoy the Congress.
Sincerely,
WCP 2019 Congress Secretariat