## INTERACTIVE POSTGRADUATE COURSE SCRIPT 210 minutes:

All speakers giving a presentation are requested to validate their presentation in the Speakers’ Service Centre (**SSC**) a minimum of 2 hours before the session starts or the day before for early morning sessions. Presentations received after this deadline cannot be guaranteed optimal audio-visual support.

|  |  |  |
| --- | --- | --- |
| **Minutes** | **Function** | **Checklist** |
| 4 | Mixing participants  Make sure every table has 6-7 participants! Fill tables  The facilitator introduces the why and how of the workshop |  |
| Pre session evaluation by facilitator |  |
| 6 | The chairs welcome the participants and introduce the topic  Chairs ask the participants to quickly introduce themselves and ask about expectations |  |
|  | 10 mins INTRO |  |
| 25 | Chairs introduce **speaker** |  |
| **Presentation** max… 25 slides incl. **voting +**  one **discussion slide** with one statement/question/case |  |
| 5 | **Group work** based on the discussion slide (hand raising) |  |
| 5 | **Feedback and Q&A:** oral |  |
| 25 | Chairs introduce **speaker** |  |
| **Presentation** max… 25 slides incl. **voting +**  one **discussion slide** with one statement/question/case |  |
| 5 | **Group work** based on the discussion slide (hand raising) |  |
| 5 | **Feedback and Q&A:** oral |  |
| 45 | BREAK: 45 min visit to Clinical Village  Take another seat after the break! |  |
| 25 | Chairs introduce **speaker** |  |
| **Presentation** max… 25 slides incl. **voting +**  one **discussion slide** with one statement/question/case |  |
| 5 | **Group work** based on the discussion slide (hand raising) |  |
| 5 | **Feedback and Q&A:** oral |  |
| 25 | Chairs introduce **speaker** |  |
| **Presentation** max… 25 slides incl. **voting +**  one **discussion slide** with one statement/question/case |  |
| 5 | **Group work** based on the discussion slide (hand raising) |  |
| 5 | **Feedback and Q&A:** oral |  |
|  | 4 x 35 = 140 mins PRESENTATIONS |  |
| 3 | Session evaluation and format by voting Net promoter score… (mobile app) |  |
| 2 | Closing by chairs |  |
|  | 5 mins CLOSING |  |
| 10 | 10 mins SPARE TIME |  |