## INTERACTIVE SYMPOSIUM SCRIPT 90 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. Speakers arrive preferably 30 minutes before the symposium starts.

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| **Minutes** | **Function** | **Checklist** |
| 2 | Fill up first rows first  The facilitator introduces the why and how of the symposium |  |
| Pre session evaluation by facilitator |  |
| 2 | The chairs welcome the participants and introduce the topic |  |
|  | 4 mins INTRO |  |
| 18 | Chairs introduce **speaker** |  |
| **Presentation** max… 18 slides incl. **voting +**  one **discussion slide** with one statement/question/case |  |
| 3 | **Super Brainstorm** based on the discussion slide (input mobile app) |  |
| 4 | **Feedback and Q&A:** Question 1 (mobile app), Question 2 (oral) |  |
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| 4 | **Feedback and Q&A:** Question 1 (mobile app), Question 2 (oral) |  |
|  | 3 x 25 = 75 mins PRESENTATIONS |  |
| 7 | Questions to panel: all speakers stand at the front. Moderated by chairs  Chairs selected 1 or 2 questions per speaker from the app input. |  |
| 3 | Session evaluation and format by voting Net promoter score… (mobile app) |  |
| 1 | Closing by chairs |  |
| 0 | Spare time |  |