GUIDELINES FOR ESPID 2016 INVITED SPEAKERS
Please note that all invited speakers are requested to come to the session hall 15 minutes prior to the start time of their session in order to receive a briefing from the technician regarding the technological features taking place during the session. A technician will be available to assist you at all times during the session.

During your presentation
- From the speaker lectern, you will be able to control your presentation using a computer mouse or up/down/right/left keys on a keyboard.
- Please stick carefully to your allotted time. Invited speakers should leave a few minutes for discussion in their allotted lecture time.
- Chairpersons will be seated in the first row of the session hall. A technician will be seated next to them in order to assist with all technological features taking place during the session.
- Chairpersons have strict instructions to interrupt you if you exceed the allocated time of your lecture.

Use of technological features during your lecture:
All technological features will be available via the Mobile App. **Please click here for the Mobile App instruction video, which includes specific instructions on how to use the technological features available via the Mobile App.**
- **In-Session Voting:**
  - If you have uploaded your voting questions and answers in advance of the Meeting, they will be available for use via the Mobile App. You will be able to control the voting feature (i.e. when to ask the audience a question) from the second computer screen located on the table next to the speaker lectern. The voting question will appear on the participants' mobile devices and on the main screen. The time allotted for answering all questions is 20 seconds. The results will then appear on the main screen.
  - If you are planning to use the voting feature via the Mobile App during your lecture, but have not yet informed us or uploaded your questions and answers prior to the Meeting, you are able to do so onsite by approaching the Kenes Representative in the Speakers' Ready Room, and providing your questions and answers. During the Meeting, you are only able to upload and update voting questions and answers up to two hours prior to your session.
- **Ask the Speaker:**
  - This feature will be available in your session. The audience will be able to ask the speaker a question via the Mobile App. The questions will then only appear on the chairperson's iPad (pre-installed with the Mobile App and with the "Ask the Speaker" software), which will be given to them prior to the session. The questions will be submitted anonymously. At the end of your talk, the chairperson will invite spoken questions in the usual way and will also read selected questions out to you from the iPad.

Meeting Secretariat: Kenes International
7, rue François-Versonnex C.P. 6053   1211 Geneva 6, Switzerland
Tel:+ 41 22 908 0488   Fax:+ 41 22 906 9140   E-mail: espid@kenes.com

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Brighton 2016
34th Annual Meeting of the European Society
For Paediatric Infectious Diseases

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EUROPEAN SOCIETY FOR
PAEDIATRIC INFECTIOUS
DISEASES

Organised jointly by ESPID and the ESPID Foundation

BRIGHTON, UK
MAY 10-14, 2016

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- **Evaluation of Topics:**
  - o Evaluation of topics will be done via the Mobile App. Please encourage participants to participate in the evaluation of topics towards the end of your presentation.
- **Presentation Slides:**
  - o PLEASE NOTE – Invited speakers and oral presenters are required to use a disclosure slide as the second slide of their presentation. Please click here for an example of a disclosure slide.
  - o Please click here to read important information and instructions regarding your slides for sharing and for projection in the session halls.
  - o Please note that you can update and upload your slides for sharing and for presentation up to 2 hours prior to your session via this link. Please access the link by using your username and password provided in previous correspondence with the Meeting Secretariat dated April 11 in an email entitled "ESPID 2016-Speakers Material Required for New Tech Features in Sessions". If you have not uploaded any of your presentation slides (for sharing or for presentation) in advance of the Meeting, you may upload your slides by visiting the Speakers' Ready Room at the Meeting venue at least 1 hour before the start of the session where technicians will be available to assist you.

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