



GUIDELINES FOR MODERATORS

Thank you for agreeing to moderate a session at EGC2016.

You are responsible for:

- preparing the session
- checking that all speakers are present
- introducing the speakers during the session
- moderating the (short) discussion after the speech
- **controlling the timing of the session.**

Timing

Speeches in the parallel sessions last for 20 minutes. This includes:

- 1 minute for introduction
- 15 minutes for the speech
- 4 minutes for questions.

(There is an exemption for sessions S1 and T1b and for the keynote sessions, where 20 minutes are allowed for the speech, and for panels P1, P4 and P5 with shorter times)

General information

You are advised to look at the [online agenda](#) for more information about the presentations during your session and possible changes, and to acquaint yourself with the [guidelines for speakers](#).

When registering in Strasbourg, you will receive the proceedings and thus will be able to see the contents of the speeches before you start chairing your session.

Please be in the room for your session about 10 minutes prior to the scheduled start. Also the speakers are requested to be there before the session, allowing you to meet them and learn the points to be mentioned for introduction.

If you have any questions, please contact info@europeangeothermalcongress.eu.