HOW TO – CHAIR RECOMMENDATIONS

The ERS Education department promotes education and training in respiratory medicine and in the allied professions. How to sessions are aimed at providing respiratory scientists and researchers with practical knowledge and skills in areas such as scientific publication and career development.

The content of this session is based on case examples and step-by-step advice presented by two or a maximum of three speakers and discussed in detail with participants. Following a brief introduction by the chair, there will be two short presentations followed by a joint discussion.

The role of the chair

- The chair will have 10 minutes to introduce the speakers at the beginning of the session and will lead the brief discussion that follows each presentation.
- The chair is kindly asked to prepare a reading list of 10 titles by Friday, 31 July; this list will be distributed to participants prior to the session.
- The chair does not have to provide slides for this session.
- At the beginning of the course, the chair should inform the attendees of the importance of completing the evaluation form. The questionnaire will be sent via email to the participants at the end of the session.
- If patient participants are involved in your session, it would be appreciated if you could assist them with any additional questions or requests that they might have.

Please submit the reading list by

Friday, 31 July 2015