HOW TO – SPEAKER RECOMMENDATIONS

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 presented in the ‘How to’ sessions is based on practical and easy-to-implement advice with strong take home messages and should therefore particularly encourage interaction with the participants. Attendance to this type of event is limited to small groups. Following a brief introduction by the chair, there will be two short presentations followed by a joint discussion.

The role of the speakers

- Please prepare an interactive presentation that supports the specific aim of your session. It can contain slides, graphs, videos, quiz, question & answer, etc.
- You will have 25 minutes for your presentation. Please allow adequate time for questions and answers from the audience.
- These are step-by-step educational sessions: Be responsive to the needs and level of your audience.
- Do not hesitate to ask for feedback from the participants to make sure that the key points of your presentation are understood.
- Please remember that most of the participants are not native English speakers.
- 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.

Guidelines for the preparation of your presentation

When developing your presentation materials, please include case discussions or links to videos, many resources can be found on the ERS E-Learning website www.ers-education.org. Please select fonts, colours and diagrams which are easy to read. ERS PowerPoint and Word templates can be found here www.erscongress.org/guidelines.

Please note, if you are including information from other sources, such as journals, articles, book chapters, graphs and figures, you will need to contact the copyright owner for permissions. ERS will need a copy of the permission, and is not responsible for requesting the permissions on your behalf.

Participant will be asked to fill out an online questionnaire in order to evaluate the course. The feedback will be taken into consideration when selecting faculty members for future ERS events.