



Virtual Guidelines for Track/Session Chairs

Thank you for serving as a session chair. Your contributions are vital to the smooth conduct of the technical session and to promoting dialog among attendees. The primary function of the session chair is to ensure adherence to the session schedule. If you have questions or problems, please come to the registration desk.

Oral Paper/Invited Presentations

Sessions will be presented using our virtual solution. Session chair responsibilities are as follows:

- Session chairs will be responsible for ensuring that all individual speakers prerecord a video of their presentation and upload it according to online guidance at least two weeks before the event. For panelists, any individual presentations should also be prerecorded.
- While presentations are prerecorded, the question and answer sessions will be live. Session chairs will ensure that their speakers are available during their timeslot and monitor for questions and answers on the virtual solution to ask directly of the presenter.
- Approximately 15 minutes has been allotted to oral paper presentations. Plenaries and keynotes are 60 minutes total. This time covers the presentation and a few minutes for discussion. Invited, special and panel sessions are variable by individual with maximum session time of 60 minutes.
- Unlike plenary presentations, which will be introduced by the Resilience Week Chair or designate, keynote introductions are the responsibility of the session chairs and designated in the agenda. It will be up to the chairs of the track, however, to determine who will make this keynote introduction. The biosketch for each keynote can be collected from the virtual solution.