

## Instructions for Chairmen and Co-Chairmen for Poster Sessions at PhD Day 25 January 2019

At PhD Day 2019, there will be approx. 210 posters presented in 22 sessions. Each poster session has been assigned a Chairman (VIP) and two or three Co-chairmen (3<sup>rd</sup> year PhD students).

### ***As Chairman and Co-Chairman you are expected to:***

- Read the abstracts for your session in advance and think of at least one or two questions you would like to ask during the presentations.  
The abstract book is available on: <http://phd.health.au.dk/doingaphd/phdday/> during December 2018.
- Be at your poster session no later 10:00 am in order to divide the assignments between the Chairmen.  
For information regarding the location and instructions for the poster presentations, please see:  
<http://phd.health.au.dk/doingaphd/phdday/> at "Poster presentations"
- Run the session - in English - between 10:15-11:45.
- Please visit each poster in your session and allow the presenter to give a 4 minute presentation followed by 2-3 min. for questions. Please keep the time.
- Fill in the form that you will be given at your session. You must acknowledge the presence of each student in the session.
- Choose the student who did best in your session. Please consider:
  - Intelligibility to someone outside the field of the PhD student
  - Layout (relation between text and illustrations)
  - Clarity (purpose, hypothesis)
  - Logical presentation
  - Enthusiasm
  - Please take into consideration how far into the project the student is
- Please note that both Chairman and Co-Chairmen have to sign the form.
- As quickly as possible, please return the form registration desk in the foyer of the Lakeside Lecture Theatres or to one of the many student helpers.

Helle Møllerup

Course Administrator

Date: November, 2018

Graduate School of Health

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*On behalf of the Organizing Committee 2019*

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