

Instructions for Chairmen and Co-Chairmen for Flash talk sessions at PhD Day 25 January 2019.

At PhD Day 2019, there will be approx. 51 Flash talk presentations divided into 6 sessions. Each Flash talk session has been assigned one Chairmen (VIP) and two Co-Chairman (3rd year PhD student).

As Chairman you are expected to:

- Read the abstracts for your session in advance and familiarize yourself with the evaluation form.
The abstract book is available on: <http://phd.health.au.dk/doingaphd/phdday/> during December 2018. The evaluation form will be e-mailed to you approximately two weeks in advance.
- Be at your Flash talk session no later than 10:00, to divide the assignments between the Chairmen, and to answer any uncertainties from the presenters. For information regarding the location and instructions for the Flash talk presentations, please see: <http://phd.health.au.dk/doingaphd/phdday/> at "Flash talk presentations"
- Run the session - in English - between 10:15 - 11:45.
Each presentation is of 2,5 minutes (max four slides) with 30 seconds allowed to change presenter and slides. No questions are allowed. Please keep the time.
- Fill in the presence form that you will be given at your session. You must acknowledge the presence of each student in the session.
- During the presentations, please fill in the evaluation form that you will be given at your session for each student.
 - Choose the student who did best in your session. Please consider:
The presentation is comprehensible to people outside the research area
 - Slides are easy to read and comprehend
 - The relationship between presentation and illustrations is obvious
 - Slides support the presentation (and not just read aloud)
 - The purpose of the presentation (hypothesis) is clear
 - The content is presented in a logical sequence (progression)
 - The conclusion is unambiguous
 - The student's enthusiasm and ability to convey the importance of his/her project

Helle Mellerup

Course Administrator

Date: December 2018

Graduate School of Health

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As quickly as possible, please return the presence form and the evaluation forms to the registration desk in the foyer of the Lakeside Lecture Theatres or to one of the many student helpers. **Please note that the students will receive their evaluation form** at the end of the PhD Day as a way of providing them some individual feedback.

On behalf of the Organizing Committee 2019

Helle Mellerup

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