



ANZSNM Q&A Guide for Moderators and Chairs

The following document gives a guide for Moderators and Chairs on how to view the pre-recorded presentations and note any questions put forward in the Q&A, which can be transferred to the Live Q&A session.

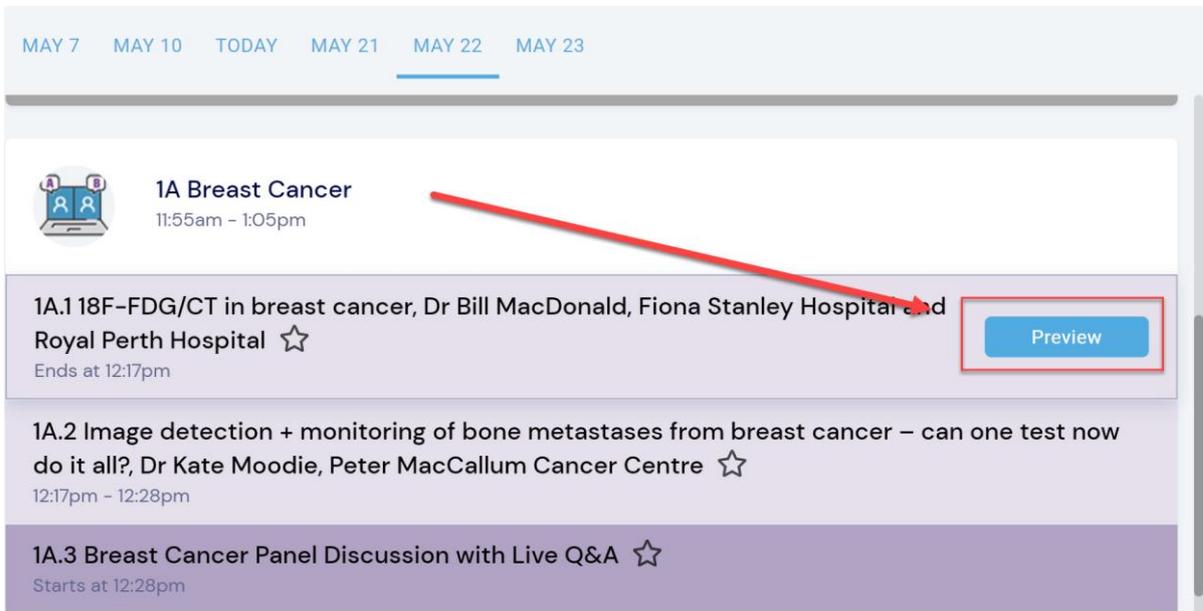
1. After logging into the conference platform navigate to the session you are moderating. You will note that the pre-recorded sessions are colour coded in a lighter colour and the Live Q&A session is in a darker colour.

The screenshot displays the conference platform interface. At the top, there is a 'Pre-Conference Symposium Sponsor' banner for TELIX PHARMACEUTICALS. Below this is a date navigation bar with tabs for MAY 14, TODAY, MAY 21, MAY 22 (selected), and MAY 23. The main content area shows a list of sessions under the heading '1A Breast Cancer' (11:55am - 1:05pm). Three sessions are listed:

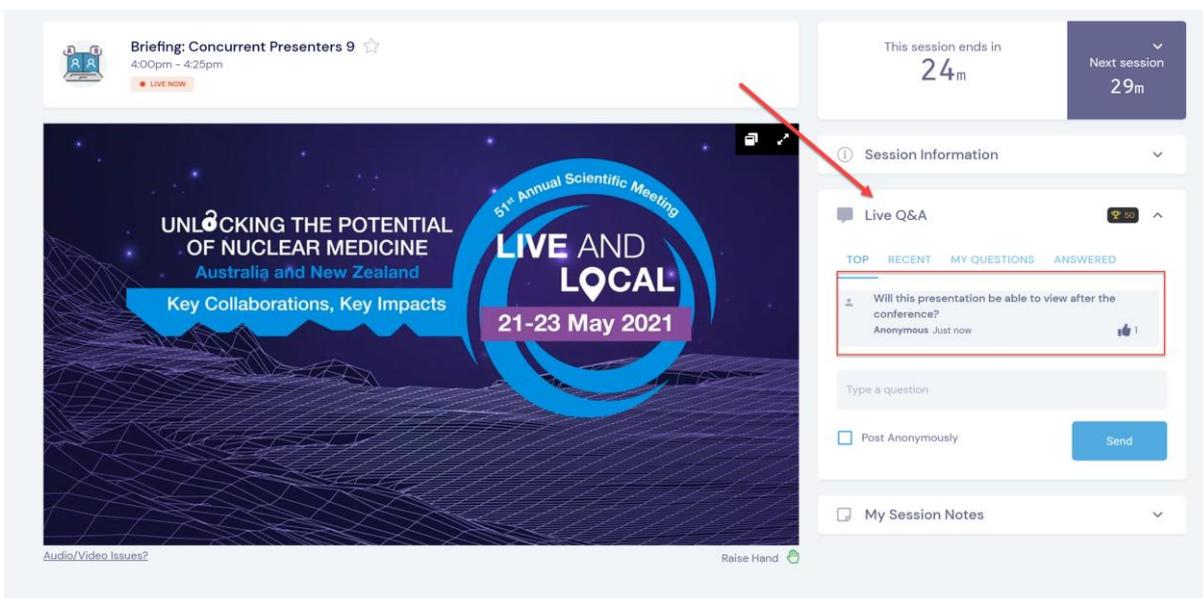
- 1A.1 18F-FDG/CT in breast cancer, Dr Bill MacDonald, Fiona Stanley Hospital and Royal Perth Hospital ☆ (Ends at 12:17pm)
- 1A.2 Image detection + monitoring of bone metastases from breast cancer – can one test now do it all?, Dr Kate Moodie, Peter MacCallum Cancer Centre ☆ (12:17pm - 12:28pm)
- 1A.3 Breast Cancer Panel Discussion with Live Q&A ☆ (Starts at 12:28pm)

The 1A.3 session is highlighted in a darker purple color. On the right sidebar, there is a 'No further events today' message, a 'Filter' button, and a 'Virtual Exhibition' button with a 'Visit' button. Below that is a 'Meeting Hub' button with a 'View' button. At the bottom of the sidebar, there are sections for 'Presenter Gallery' and 'Poster Gallery'.

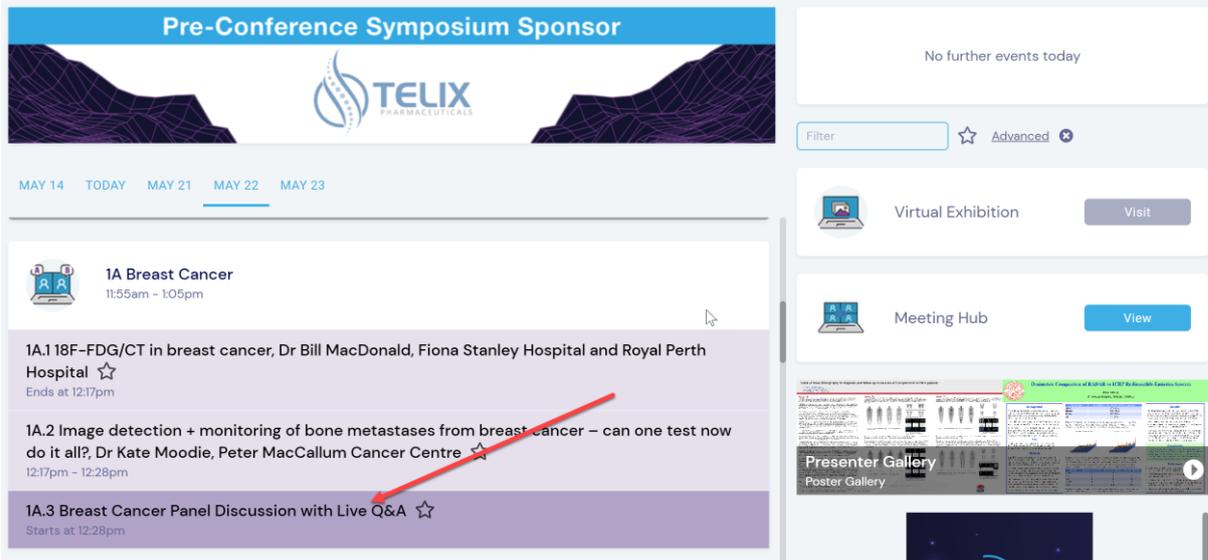
- You can enter the pre-recorded session by clicking the blue button on the session you want to view. Prior to the session starting this will be labelled 'Preview'. Once the session starts this will be labelled 'Join'
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- Once you enter the pre-recorded session – the pre-recorded video will automatically start at the indicated session start time. You will be able to take note of (and copy out) any audience questions by dropping down the “Live Q&A” panel on the right hand side



5. Once you have viewed each of the pre-recorded presentations and have copied any questions out (perhaps into a Word document or Notepad), please enter the Live Q&A session



6. Once you have entered the Live Q&A session please Join the Green Room and paste any questions you have collected into the 'Presenter Chat'. **Please make sure you do this at least 5 minutes prior to the start of the Live Q&A session.**

