

## **BHI-BSN 2021: Instructions for Keynote Speakers**

As IEEE BHI-BSN 2021 quickly approaches, we would like to provide you with information regarding your presentation. As a reminder, all live programming is in CET.

We ask that all speakers join their live session at least 15 minutes early to ensure you are able to connect without any technical difficulties and interface with the session chair prior to the meeting beginning.

All live Zoom sessions will begin with introductions from the session chair followed by the live speaker (your) presentations. You have 25-minutes available to present your live presentation. Please note this is a strict time limit. Once the presentation concludes, there will be a 5-minute live Q&A period. Speakers and session chairs will have full control over the Q&A session. We encourage ALL speakers to utilize their screen and video sharing during the live Q&A session.

Please note that a host from Conference Catalysts, the conference management support company, will be present in your Zoom session to assist with any technical difficulties that may arise.

If the Q&A concludes before all questions are able to be fully addressed, attendees may post their questions via the conversation tab within your presentation entry in the CONFLux virtual platform for further interaction.

All live session links will be available through the CONFLux on-demand virtual conference platform for attendees to join during the specified day and time of the session, unless stated otherwise. After the live session takes place, the recorded videos will then be made available within the on-demand platform for viewing for the duration of time that the platform remains open (August 30, 2021).

If you have any additional questions, please contact Coral Miller at [cmiller@conferencecatalysts.com](mailto:cmiller@conferencecatalysts.com)