

#AHA24

# American Heart Association

## Scientific Sessions 2024

Moderator Instructions



# Audience Response System (ARS)

- ❖ Q&A

- ❖ Polling

**Note: Polling is not mandatory. The choice to include polling in a presentation is entirely up to the speaker.**

# Moderators will direct the questions to the applicable speaker(s).

## Questions:

- ❖ Select the question you would like to incorporate into the session.
- ❖ Address the applicable speaker and repeat the question to them out loud (remember that the speakers and audience do not know the questions submitted).
- ❖ After response, continue discussion or introduce a new question until your session allotted time has concluded.

## Polling:

- ❖ Polling will be integrated into speaker presentations with a 15 second countdown timer for participation.

# Who can submit questions?

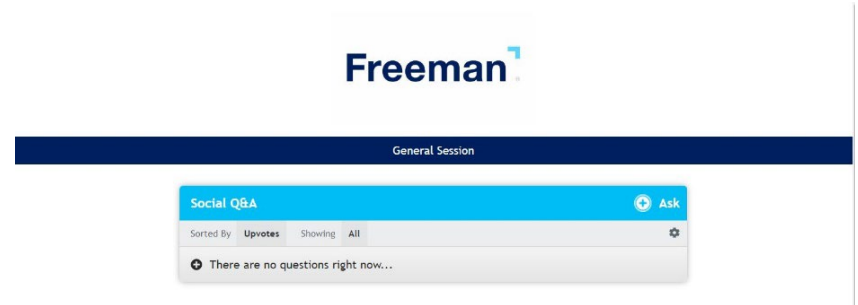
Audience Participation will be through AHA Conferences mobile app.

- ❖ Your audience will be in-person only.
- ❖ AHA as well as you, the session moderators, will direct attendees to utilize the AHA Conferences mobile app. From there they will navigate to the session they are participating in and will be able to submit their questions.



# Questions Interface

- ❖ A Moderator laptop will be set up at your room head table with ARS interface. It will be set to the appropriate session by our on-site team.
- ❖ Before the session starts you will see the following until questions are submitted:



- ❖ Once questions are submitted, there are 4 things you can do as a moderator.

# Moderating Questions 1 of 4

1| You can favorite a question by clicking on the Heart icon if you think it is good and want to remember to ask it during Q&A:



# Moderating Questions 2 of 4

2| Once you ask a question to the presenter and it is answered you can click the check mark which will remove it from the queue but not delete it:



# Moderating Questions 3 of 4

3| You can delete an inappropriate question after clicking on the X you need to confirm by clicking on the Dismiss or if you made an error click undo to return the question to the queue:

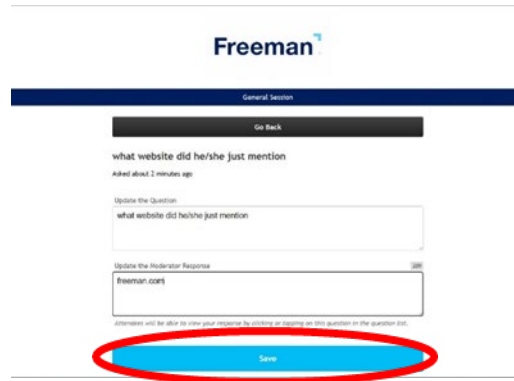




# Moderating Questions

## 4 of 4

4| You can answer a simple question by clicking on it and typing a response. After you do this, the audience will see “Tap to see Moderators answer”. **DO NOT** use the check mark after you answer a question because it will remove it from the queue and the audience will not see your response:



Freeman<sup>1</sup>

General Session

Go Back

what website did he/she just mention

Asked about 2 minutes ago

Update the Question

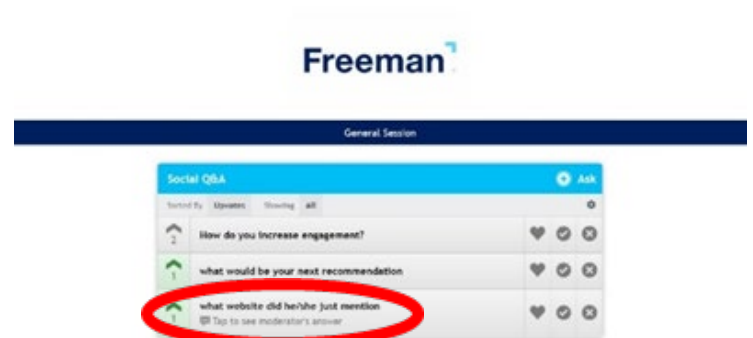
what website did he/she just mention

Update the Moderator Response

freeman.com

Attendees will be able to view your response to selected or copied in this question in the question list.

Save



Freeman<sup>1</sup>

General Session

Social Q&A

Asked

Turned On	Updated	Showing	All
2			

how do you increase engagement?

what would be your next recommendation

what website did he/she just mention

Tap to see moderator's answer

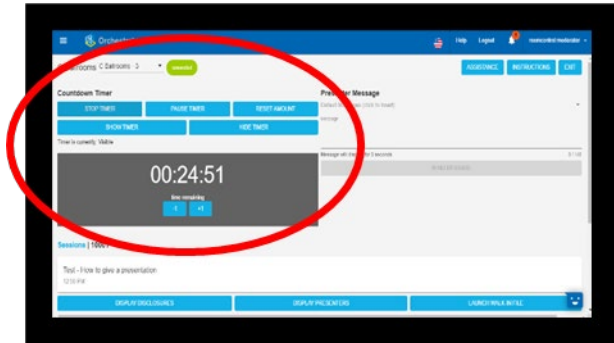
# Moderator Room Control

- ❖ **Speaker Timer**
- ❖ **Speaker Messaging**

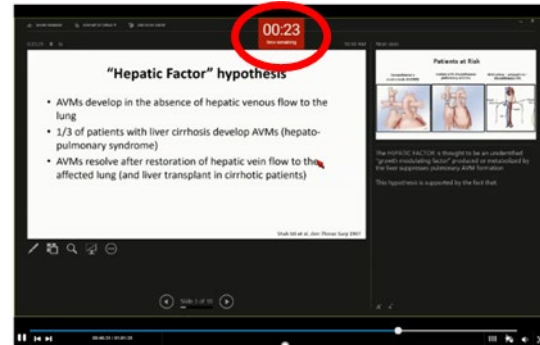
# Moderator Controlled Speaker Timer

- ❖ Countdown timer will display on the presenter lectern laptop and can be controlled from your room control display computer.
- ❖ You will have the ability to start, pause, reset, or adjust the time remaining.
- ❖ Timer length is automatically calculated by designated assignment. The timer will display yellow at the warning time of 3:00 and red at danger time of 1:00 minute.
- ❖ This display is private and will be out of the audience view.

Moderator Room Control Timer View



Presenter Lectern View



# Timer Controls

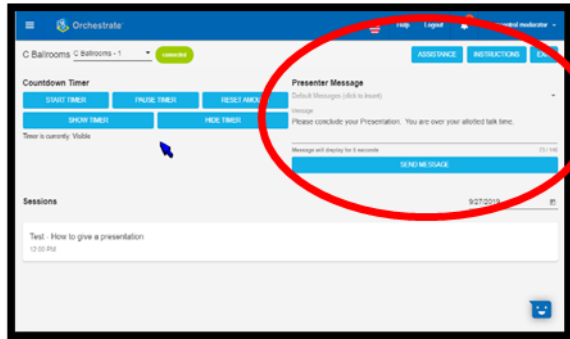
- ❖ Locate your current speaker in the subsessions list at the bottom of the page.
- ❖ Click the clock icon to the right of their name.
- ❖ Timer will automatically populate with predetermined speaking time and begin the countdown.
- ❖ Timer can be adjusted by you the moderator by using -1 minute and +1 minute buttons.
- ❖ NEW for 2024. Presentations will automatically close once the timer reaches 00:00.
- ❖ Stop timer to clear time before the next Speaker.

The screenshot displays the Orchestrator interface. At the top, there's a blue header with the Orchestrator logo and user information. Below the header, the current session is identified as 'Showsiteroom - 3' with a 'connected' status. There are buttons for 'ASSISTANCE', 'INSTRUCTIONS', and 'EXIT'. The main area is divided into two sections: 'Countdown Timer' and 'Presenter Message'. The 'Countdown Timer' section includes buttons for 'START TIMER', 'PAUSE TIMER', 'RESET AMOUNT', 'SHOW TIMER', and 'HIDE TIMER'. It also shows the current timer status as 'Visible' and a toggle for 'Close active file when time expires'. The 'Presenter Message' section shows a message: 'Please conclude your Presentation. You are over your allotted talk time.' with a 'SEND MESSAGE' button. Below these sections is a 'Sessions | showsitesession1' section with a list of sessions. The 'Subsessions' section at the bottom lists three sessions: 'Lorum Ipsum lorem ipsum', 'Test Test Test Test', and 'showsitesubsession'. Each session has a clock icon, a close icon, a checkmark, and a refresh icon. A red circle highlights the clock icon for the first session, and a red arrow points from the text 'Click the clock icon to the right of their name.' to this icon.

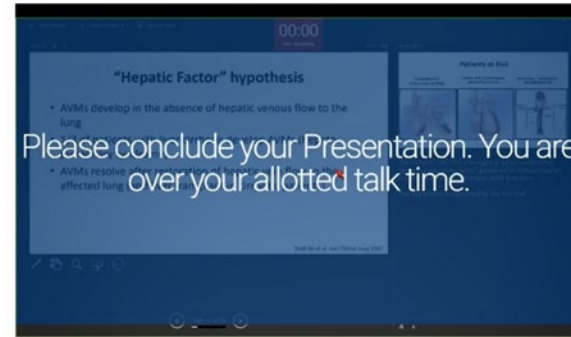
# Moderator Speaker Messaging

- ❖ Messages can also be sent to the presenter lectern laptop that will display over the speaker's presentation for five seconds before returning to their slides.
- ❖ The default message of "Please conclude your Presentation. You are over your allotted talk time." can be sent by selecting the Send Message button or you may type a custom message to send instead.
- ❖ This display is private and will be out of the audience view.

Moderator Room Control Messaging View



Presenter Lectern View



# Assistance

- ❖ When you arrive in Chicago, please visit our Speaker Resource Room in N426AB.

## Hours:

Thursday, November 14, 2024 | 1:00pm-6:00pm

Friday, November 15, 2024 | 6:30am-6:00pm

Saturday, November 16, 2024 | 6:30am-6:00pm

Sunday, November 17, 2024 | 6:30am-6:00pm

Monday, November 18, 2024 | 6:30am-3:00pm

- ❖ Our team will be available to assist you in practice use of Moderator tools as well as preview presentations uploaded by the speakers.

# THANK YOU

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Scientific  
**Sessions**



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