2018 Moderator Instructions/ Accessing Presenter Bios

As a session moderator at AIHce 2018 you will be responsible for introducing each speaker. A few sentences on employment, research interests, and career trajectory will suffice. You are not required to contact speakers beforehand to do this, but you can if you would like. We recommend that you print the presenter bios listed on our website and plan to arrive to the session room at least 15-20 minutes prior to the start time to meet with your session presenters.

**Step 1:** Go to the AIHce 2018 website, [www.aihce2018.org](http://www.aihce2018.org) and click ‘Agenda’ at the top. You will then be brought to a landing page, where you will click on the “Search Schedule” button in red.

**Step 2:** You can search the agenda by your session abbreviation or title, by day, or just click “search” to bring up a list of all sessions happening at conference.

Questions? Contact Kathryn Christoe, kchristoe@aiha.org
Step 3: You will then see a list of sessions, which you can scroll down to find in day and time order, or you can use the ctrl + f function to search for the specific session.

Step 4: In this example you will see we chose A5 and when we clicked into the hyperlink a popup window opened with the session details.

Step 5: Click on the presenter hyperlink to bring up the bio, which you can then read and print in preparation for your session.