Upstate New York
Junior Science and Humanities Symposium

Instructions for Final Session Moderator

General duties
- Introduce each speaker (refer to abstracts).
- Introduce Judges (refer to program).
- Announce to audience:
  - Turn off cell phones/pagers.
  - Maintain a respectful silence and minimize movement during presentations.
  - No photographs may be taken until the Question and Answer session.
  - No coaching of any kind is allowed from any member of the audience.
- Remind judges that the presenters’ research papers will be available during the deliberations to refer to.

Each student’s presentation must adhere to the following timeline:
- Twelve (12) minutes is allotted for each student’s uninterrupted oral presentation.
- When ten (10) minutes precisely have elapsed in the presentation, stand briefly to indicate that there are two (2) minutes remaining. Be sure the student sees and acknowledges you.
- When precisely twelve (12) minutes have elapsed, stand and remain standing. Student must stop immediately. Begin taking questions.
- During question and answer period, students may not show new slides. Sides that were not part of their 12 minute presentation cannot be shown.

Final session presentations must begin promptly at 9:00am and end by no later than 10:45am.

Managing Questions
It is the Moderator’s responsibility to monitor and manage questions.
- Five minutes are allowed for questions and answers per presentation.
- Be sure the student repeats the question so everyone hears.
- No more than two consecutive questions should come from the same Judge.
- Disallow any questions that, in your judgment, are designed to embarrass or denigrate.

THANK YOU!!!