

16<sup>th</sup> International Congress on Systemic Lupus Erythematosus

21-24 May, Toronto



# **Voting Guidelines**

## **BEFORE THE SESSION**

- If you included audience voting in your session/presentation, please visit the **Faculty Desk** as soon as you arrive at the venue and preferably at least a day before your session for a short technical briefing. In some cases, you may be asked to visit the Speaker's Ready Room as well to review the questions and answers and ensure there are no discrepancies.
- Important: Audience voting can be included only if discussed with the organizers prior to the Congress.

#### **DURING THE SESSION**

- The speaker and/or moderator who has prepared the voting should read each question and its answers to the audience and say: "Please vote now". At this point, the onsite technicians will open the voting in the app, and the audience will begin submitting their answers.
- To end the voting, please announce "The voting is now closed" or say "Please close the voting". This will be the cue for the onsite technicians to show an overview of the audience's responses.
- The moderator/speaker can briefly comment on the results, after which the technicians will switch back to the PPT slides to proceed with the presentation.

#### **HOW TO VOTE**

- The audience can access the voting feature by entering the LUPUS 2025 mobile application, selecting **Program** from the main menu, then **Interactive Program**, and then the **session title**. For sessions with voting, there will be an "**Interactive Features**" blue button at the top. When voting is open, the technicians will activate the button in the app.
- After reading out the question for voting, please advise the audience to open the LUPUS 2025 app and find the session in the Interactive Program within the Program menu, then click on "Interactive Features".

### PRESENTATION AND MODERATION GUIDELINES

- For detailed presentation and moderation guidelines, please visit the <u>LUPUS 2025 website</u>, where you can find helpful resources to help prepare you for your role.
- In case of questions, please <u>contact</u> the congress organizers or find us onsite in the Registration Area (Faculty Desk) of the congress venue. Thank you for your valuable contribution to the success of the LUPUS 2025 Congress!