

Session Chair Guidelines

Before Your Session

1. Check the Program

Prior to your session, please check program to determine the number and order of the abstracts to be presented, and the time allocated to each abstract.

During Your Session

1. Start on Time and Stick to the Schedule

2. Allotted Times

Session #	Session Title	Presentation Time	Q&A
Invited Lecturers	time allocation for each presentation varies.		
5	Late Breaking Oral Session (I)	10 mins	5 mins
9	Free Oral Communication	10 mins	5 mins
12	Late Breaking Oral Session (II)	15 mins	5 mins
13	Young Investigator Travel Award	7 mins	5 mins
14	Difficult-Case Discussion of Pheochromocytoma/Paraganglioma	5 mins	10 mins