

### **Moderator Roles Include:**

1. Starting the event with brief introduction about yourself and the organizer Magnus Group (You will be provided with moderator speech).
2. Followed by Keynote session- Introducing keynote speakers by announcing their name, affiliation, biography along with the title and asking them to start the presentation.
3. After completion of each keynote presentation, you can thank the presenter and ask the participants if they have any questions regarding the respective presentation and redirect them to speaker (This is the Q&A session). Please follow the same procedure for next keynote presenters.
4. **Certificate and Memento Accreditation:** Please thank the In-person keynote speaker by presenting the memento and certificates after the Q&A session. Our onsite organizer will provide it to you.
5. Keynote session is followed by oral presentations. Introduce the session chairs/chairs before starting the oral session. You can see their details in Final Program.
6. In this session, before starting each presentation you can just announce the speakers with his/her name, affiliation and presentation title and after completion of the each talk session chair will thank the respective speaker and will ask the participants if they have any questions (Q&A session will be taken care by session chair).
7. Close the event (day 1) with thanking note and ask the speakers to join the conference in next day.