

Sample script for chairs of paper sessions

Welcome to the SMT session entitled [session name]

I'm [name] from [affiliation] and I will be serving as chair. I wish to thank our volunteer monitor, [name] from [affiliation].

“SMT wishes to create a meeting in which all participants feel safe, welcomed, and included. This should be a space of respectful and constructive discourse. To facilitate such an environment, we ask that all attendees refer to, and abide by, our guidelines on respectful interactions, and policies on ethics and harassment.”

You can find links to our policies on ethics, harassment, and guidelines for respectful interactions posted by our monitor in the Chat.

Each of our presenters will have about 20 minutes to give their presentation, followed by a 10-minute Q&A, both of which will be recorded and available on the conference platform through December 31. Overflow discussion from this session can continue on Slack. (Monitor may provide link to Slack in chat.)

Our first presenter is [name] from [affiliation], speaking on [title of paper].

Our second . . .

Our third . . .

After the presentations

Our time has expired, but I encourage you to continue discussion in Slack.

Thank you to all our presenters for their illuminating presentations and discussion. Their presentation materials will be available for further study through December 31. Please be sure to attend the SMT Business Meeting and Awards Ceremony, 2:30-3:15 Eastern time on Saturday, Nov. 6.