



Flash Five® Moderator Instructions

What is a Flash Five® session and how does it work?

This one-hour, fast-paced session delivers **bursts of practical knowledge in five-minute presentations** on topics benefiting orthopaedic surgeons. Each Flash Five® session features **one moderator and 5 presenters**, with each presenter delivering one focused, five-to-seven-minute presentation.

The moderator provides opening and closing remarks, introduces presenters, manages transitions, and keeps the session on schedule.

Faculty: 1 moderator + 5 presenters.

Presentation Length: 5-7 minutes per presenter.

Session Length: 60 minutes.

Handout: No handout is required.

Your Role as Moderator

As moderator, you are responsible for coordinating the session and ensuring the fast-paced Flash Five® format runs smoothly and stays on schedule.

Before the Annual Meeting

- Communicate with all 5 presenters and ensure they understand the timed **presentation limit**.
- Confirm the presentation order and session flow.
- Encourage presenters to keep their content focused on a small number of meaningful, practical takeaways.
- Ensure presentation topics remain distinct and avoid unnecessary overlap.
- Prepare brief opening and closing remarks.
- Review planned session content for balance, bias, and commercialism.

- Reinforce with presenters that strict adherence to timing is essential to successfully complete all 5 presentations and have adequate time for Q/A within the allotted **60 minutes**.

No Handout Required

A handout is **not required** for Flash Five® sessions.

Preparation should instead focus on creating concise, focused presentations that deliver meaningful educational takeaways within the five-minute format.

During Your Session

The moderator leads the overall session and maintains the quick pace that defines the Flash Five® format.

1. Open the Session

Welcome attendees, briefly introduce the Flash Five® format, and set expectations for the fast-paced presentations.

2. Introduce Each Presenter

Keep introductions brief to maximize presentation time and maintain momentum between speakers.

3. Keep Presentations to Five Minutes

Monitor presentation times closely and ensure each presenter concludes within their allotted **five-to-seven minutes**.

4. Manage Transitions

Move efficiently from one presenter to the next and minimize downtime between presentations.

5. Maintain the Pace

Keep the session moving so all 5 presenters have their full opportunity to present.

6. Facilitating a Question and Answer segment

Answer questions from the audience and allow each faculty member an opportunity to participate and provide answers.

7. Close the Session

Provide brief closing remarks and conclude within the allotted **60 minutes**.

Maintaining Balance & Managing Disclosures

As moderator, you are responsible for helping ensure the session remains **fair, balanced, evidence-based, and free of commercial bias**.

- Be alert to bias or commercialism in presentations.
- Avoid promotion of a specific company's product, device, or treatment.
- Encourage balanced consideration of available approaches or alternatives when appropriate.
- Clearly identify emerging or new content that is not yet supported by established evidence.
- Address potential conflicts or bias when necessary.

Faculty disclosures will be displayed at the start of the session. If a disclosure does not display properly, direct attendees to the disclosure information available through AAOS Annual Meeting resources.

Day-of Reminders

- Arrive early and confirm all 5 presenters are present and prepared.
- Review the presentation order and timing before the session begins.
- Remind presenters of the strict **presentation limit**.
- Keep opening remarks and presenter introductions brief.
- Monitor time closely throughout the session.
- Keep transitions between presenters quick and smooth.
- Be prepared to step in if a presentation exceeds its allotted time.
- Ensure all 5 presenters have an opportunity to present.
- Facilitate Q&A with the audience
- Give closing remarks and conclude within **60 minutes**.

Questions?

For questions regarding your Flash Five® session, please contact the AAOS Education team.

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