

Virtual Event
Participation rules and tips

Ground rules:

- Everyone should be on **'mute'** throughout the meeting by default.
- If there are any connectivity issues, we suggest to turn off the **video**.
- If you have a **question**, flag it in the **'chat'** by ensuring that this is addressed to everyone. For clarity, please could you ensure that you use the following format: FULL NAME, COMPANY, QUESTION. Thank you.



Connectivity

- Make sure that **no other applications that use microphone/webcam are opened simultaneously on your computer**. This might interfere with your connection.
- If your device has a headphone jack, you might also consider **using headphones for a better audio experience**.
- Make sure that you **do not have any firewall restrictions** that might block your device.