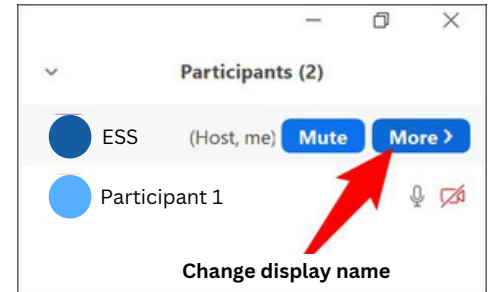


ESS digital etiquette and best practice for online events



Let us know who you are

Display your name and organisation name so we can identify each other.



Mute your microphone

Keep your microphone muted to help reduce background noise and feedback. Unmute yourself for questions and discussions!



Voice your needs

Raise your virtual hand or use the chat function if you need anything or have any questions throughout the session.



Enable your video if you can

We would love to see who we are working with as this helps to create a better and more engaged environment.



Contribute respectfully

Contribute during the session by raising your virtual hand to speak or using the chat function, this will give everyone an opportunity to talk.



Avoid distractions

We enjoy your attention, so please avoid checking emails or messages throughout the event.



Come prepared

Ensure you have read the event description and joining instructions, and have your handouts open and ready to use.