



## HANDS-ON BIOSTATISTICS

ONLINE WORKSHOP JULY 17-18, 2020

### INSTRUCTIONS FOR ATTENDEES

**We are expecting around 80 participants in this workshop. For a good interaction the following rules and guidelines must be followed to at all times.**

- 1) We request you to not share the meeting links, with anyone who is not registered for the workshop. We will admit only the registered participants.
- 2) You must not record any aspect of the workshop without the express permission of the speaker and the workshop organizers beforehand.
- 3) You must not intentionally disturb the workshop in any way. Failing to abide by this rule will result in being removed permanently from the workshop. There is a zero-tolerance policy for this behavior. This includes, but is not limited to:
  - a. Turning your webcam or microphone on when you have not been asked to.
  - b. Setting your name inappropriately in Google Meet account.
  - c. Sending inappropriate messages in the chat.
- 4) If you see any behavior from other attendees that you feel is distracting or inappropriate, please message the moderator immediately.
- 5) You must follow the Q&A procedure as outlined in the instructions below.
- 6) We recommend arriving a few minutes early, as we will start exactly on time.

### Asking Questions

We are afraid that due to the large number of participants, there will not be a lot of time for questions. We kindly invite you to write in the chat that you want to ask a question, the moderator will invite you to talk via microphone and you may unmute yourself to ask your question. Alternatively, you may type the question in chat and the moderator will ask the question for you.

## **How to join Google Meet**

Joining Google Meet is straightforward. You don't need to install any software if you use a computer. But, if you will use a smartphone to attend make sure you install the Meet app.

After clicking your meeting code or link, you can adjust your camera and mic before you enter the meeting, please turn off the camera and mute the microphone.

If this is the first time you are using Google Meet, please check this tutorial from Google.

<https://apps.google.com/meet/how-it-works/>