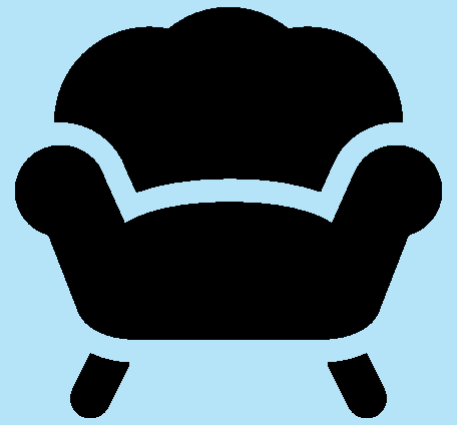
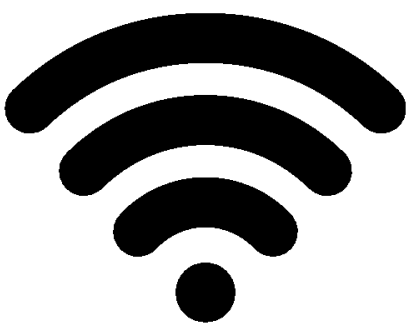


GUIDELINES FOR MSM2020 PARTICIPANTS

- Find yourself a **comfortable and quiet** place.
- Provide a **neutral background** - a bookcase is a great idea, a lingerie dryer or window - not really...
- Don't forget about good **lighting**.
- Dress properly.
- Prepare a drink before the conference. When **drinking, mute the microphone**.



- Join the meeting a little earlier, **test the microphone and camera** to make sure everything works.
- **REMEMBER TO USE THE DESKTOP APPLICATION!**
- During a meeting, **close all unnecessary programmes** and websites.
- Ask your family members to refrain from using the Internet if possible.



- If you have family members or pets around you, get a **headset with a microphone**.
- Prepare a **laptop charger** in case of low battery.
- **Mute** your microphone when you are **not talking**.
- Remember to **unmute it when you want to participate** in the discussion.



- **Q@A** is a place to communicate with others. Check if there are **questions for you**.
- **Do not interrupt** participant's speech. It is very important that several people **do not speak at the same time**.