

ACCESSIBILITY, TECHNOLOGY AND PRIVACY

INFORMATION FOR EVENT PARTICIPANTS

The following is helpful information for participants attending your virtual event in Zoom. This information should be edited as applicable to your event.

Registration and password

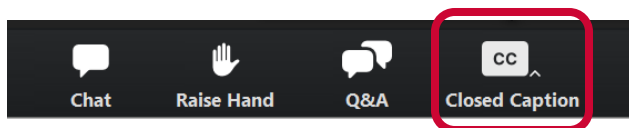
- A password to access this Zoom meeting will be sent to all registrants via email in the days and hours preceding the event.

Technology requirements

- This event will be presented using Zoom. To engage fully you will need:
 - A laptop, computer, or smartphone
 - A stable internet connection
 - A webcam
 - A microphone
 - Speakers or headphones

Closed Captioning

- Closed captioning will be available for this event. To turn on or off closed captioning, please click the “Closed Caption” button at the bottom of your screen as shown in the screenshot below.



Protecting your privacy

- To ensure that we are using Zoom in a privacy-conscious way, we are following [best practices](#):
 - We will only circulate the meeting link to those who are registered for the event
 - We will password protect the meeting
 - We will enable end-to-end encryption
 - We will not use attention tracking
 - We will lock the event at *[specified time]*.

To protect your own privacy we suggest that:

- You use a unique email address to log into Zoom. This is so that Zoom can't cross-reference your profile with the rest of your digital profiles under your email address.
- We suggest you do not use your Facebook profile to log into Zoom. This is so that Zoom can't cross-reference you with your Facebook account.
- We remind you that whatever you say in the virtual event/webinar is public and recorded, so please do not share sensitive information about yourself or others, and do not say anything you do not wish to enter the public domain.

To protect the privacy of others we ask that:

- You do not record or photograph yourself, other participants, or the hosts during the event/webinar, unless permission is requested and given.