

Zoom Guidelines

(This was made with inspiration from the Stand Bi Us Code of Conduct)

We encourage you to attend a full session in kindness to all presenters within one session, but we do not expect everyone to stay the full length of both days. We understand video conferencing can be draining so we have programmed breaks to ensure you take breaks from screens and plan your attendance online.

You do not have to stay in any session if you don't want to. You can check the abstracts ahead of time in the program to be aware of the material to be discussed, particularly in the event some materials may be distressing. We encourage presenters to use content warnings. If you choose to leave for any reason, please do so quietly to avoid disrupting the session for others - there is no need to say that you're leaving.

Chat functions will be turned off during sessions, aside from messaging the hosts. If you have a question, use the raise hand feature and a host will call on you during question time. Find the raise hand feature by clicking the participants tab at the bottom of the Zoom screen (see image below). You can ask your question via audio and video or type it in the chat when called upon by the hosts. The chat will be left open during breaks to allow people to talk to the group, but it will not be moderated so be respectful. If we can help you with any difficulties, please use the private chat function to contact the hosts.

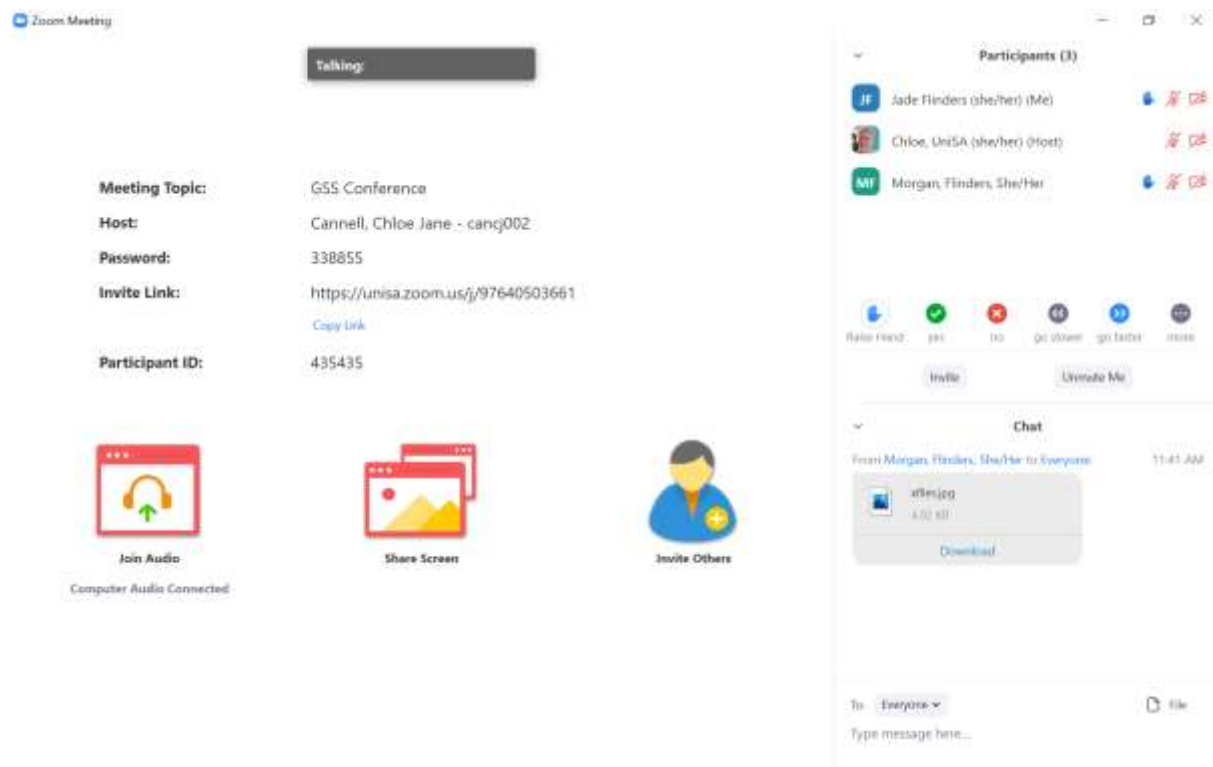


Image description: a screen with Zoom meeting details and no videos. The right side panel reads 'Participants (3)' and has three names below it. Two of the participants have a small icon for hand raise next to their names. Below the names are a row of icons from left to right reading: raise hand, yes, no, go slower, go faster, more.

Please set your Zoom name to your name, an abbreviation of the University you are affiliated with and, if you are comfortable to do so, your pronouns. For example, Full Name, Flinders (they/them).

We ask people to keep themselves muted when they aren't speaking to make it easier for others to hear. Please make it easy for other attendees by keeping yourself on mute unless you are actively speaking, then return to mute after. We may mute you if your volume is disruptive.

Please keep your video off to save on bandwidth. You may turn it on to ask a presenter a question, but you don't have to.

Do not take any screenshots or recordings of sessions without permission.

We try hard to be a safe space for all attendees, regardless of sexuality, ethnicity, class, gender identity, gender expression, disability, religion, history, beliefs, age, lifestyle etc.

Don't make any assumptions or stereotype people. If you ask someone or are corrected about pronouns, please try to use them correctly. If you are asked to think about your behaviour after making a mistake, please try not to be defensive. If you make a mistake, try to own the impact, even if it wasn't your intention. We are a community that needs to learn and grow together.

We may also make reasonable requests that are not specifically included here.

The organisers will remove participants from the Zoom if they are disrespectful or in other ways make the Zoom unsafe.