



SDGs Webinar Series Guidelines

To all participants, please read carefully the instructions and information below for efficient operation and access to the **SDGs Webinar Series 2020**. For convenience, make sure you have a stable internet connection while accessing the **SDGs Webinar Series 2020**.

Most importantly, we recommend to everyone to choose a quiet and comfortable place so you can take part in the **SDGs Webinar Series 2020** with the best experience and understand the material presented by our resource speakers for each goals.

A. SDGs Webinar Series 2020 Registration Instructions

1. Make sure you have a stable internet connection;
2. **SDGs Webinar Series 2020** will use Zoom Application;
3. All Participants are required to fill-up the **SDGs Webinar Series 2020** registration form by clicking the link that has been shared to you by your NSO Coordinator, then the webinar committee will send you a link to your email for you to access **SDGs Webinar Series 2020** via the Zoom platform
4. You can access the Zoom Cloud from PC/laptop or Handphone. Please be guided with details below:
 - If you are using your mobile phone, please download the Zoom application first from the Play Store or Apple Store;
 - If you are using your PC/laptop, you don't need to download the apps, you can directly access the Zoom Cloud from your browser. However, you might download and install the Zoom application for your own convenience.
5. To access SDGs Webinar Series 2020, please click the **SDGs Webinar Series 2020** link that is sent to your personal e-mail, then fill-up the pre-webinar form with this information: name and e-mail that you registered during the registration. If the name and e-mail do not match the name registered, the committee will send a follow-up email to your email in order to confirm the details provided and if there is an error, it will be corrected immediately;
6. It is expected that participant/s will do the online registration before the actual **SDGs Webinar Series 2020** session on the link that has been provided by the committee in order to have a complete listing of all the participants.

B. Rules of SDGs Webinar Series 2020:

1. During the actual event, all participants are advised to comply with Health protocols in preventing the Covid-19 virus;
2. When the resource speaker has started his/her session, participants are expected to attend the event in comfortable conditions, if possible on a quiet room and free from noises in order for you to understand the session;
3. It is recommended to use a headset for better audio;
4. Participants are asked to turn on the Zoom Cloud video during the webinar;
5. If there is something you don't understand or have a different understanding and view of the material presented, you can ask a question by using the Chat Box or *raise hand* feature on the Zoom Cloud , after which the resource person will answer your question after their respective session.

C. General Information of SDGs Webinar Series 2020

1. The webinar will start at exactly 1700hours to 1900hours (GMT+8);
2. We are requesting all participant to fill-up the feedback form link that will be sent on the chat box/email by the webinar committee.
3. If there are any question/s regarding the event, please do not hesitate to contact: asiapacific.mop@gmail.com