



15.03.2019

Dear all,

During their Masterclass, high school students can experience in the video conference how to work together in an international collaboration. In order for this impression to be positive and enjoyable for all participants, every institute is asked to prepare the video conference carefully and to follow the basic rules.

////////// RULES FOR THE VIDEO CONFERENCE //////////

- ✓ Connect ~ 15 minutes before 4:00 pm CET and check audio and video!
- ✓ Stay muted unless you are supposed to talk!
- ✓ Select students to speak for the group!
- ✓ Have a hand microphone ready or place the students in front of a table mic!

Kind regards,
Uta + Ken

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