



## Winter Ethics Symposium *Health inequalities & transplantation*

Online event 2020  
Thursday 3rd December  
16:00-19:00

# PARTICIPANTS BRIEFING

## How Will It All Work?

**To attend the meeting** you will need access to the Zoom application. Check you have this in advance of the day! Check that you have downloaded the latest version of zoom at <https://zoom.us>

After registering for the event via the BTS website, you will receive your confirmation of payment. The zoom meeting link will be sent to you as a calendar invitation. Please do not share the link, attendees who have not registered will not be allowed access to the meeting.

Make sure you register with your name and organisation, so that your in-meeting badge identifies you.

**Have a good internet connection:** If possible, use a cable connection and don't rely on WiFi. WiFi can cause issues or interruptions. You can test the speed of your connection here: <https://www.speedtest.net/>

Test your video and sound here: <https://zoom.us/test> (spend about 5 minutes on this before you join the event)

**Try to ensure that other applications on your computer or laptop are closed. Use your Task manager to shut down other applications using bandwidth.**

**Make sure your camera works** and your light conditions are reasonable (eg. don't have a window behind you) You won't need your camera on during the entire event but it would be great to see your face so we can network!

**Sound:** a good headset with a microphone is usually the best but if you have good experience with your built-in laptop microphone and loudspeaker you can use those if you are in a silent environment.

**On the day of the event**, please access the meeting, via the link in your email, a few minutes before we are scheduled to begin. We will start promptly. If you have any problems with connecting before the meeting, please contact [secretariat@bts.org.uk](mailto:secretariat@bts.org.uk) or call on +44 (0)1625 664547

Have your drinks, notebooks and pens at the ready, ready to learn, connect and collaborate.

## What can I expect? How is this different to our Face to Face meeting?

Other than the fact you will be joining us via zoom, the format will not change much, as we will endeavour to provide you with some great sessions of learning, inspiration, networking, and a chance to get your questions answered as well as build our community for the future.

You will be invite to engage throughout each session and our moderator will explain the "rules" of the day when you join us. We're all facing highly unusual times and we're all experiencing a wide variety of challenges. Let's help one another by asking questions, raising hands and feeding back after each session! And remember to leave some time after the official event as we will be networking!