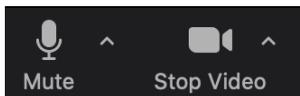


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# THIS IS HOW WE DO IT

In a virtual world, engagement and connection are just as important. To involve you as much as possible during this live virtual training, we invite you to use the tools we provide. The icons below can be found in the black bar at the bottom of the tool.

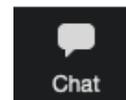
Discover here how they work and how we will use them.



*Nice to meet you!*

At the bottom left you can turn your camera and microphone on and off. To keep the involvement and interaction as high as possible, we invite you to keep your camera on during the session. If your camera or micro doesn't work, click on the up arrow next to it. You will then see a number of speakers and cameras available on your device. Choose a different micro or speaker until you find one that works. We recommend that you turn off your microphone when you are not speaking to turn off unwanted "echoes".

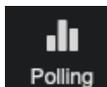
Do you want to say something to the other participants and/or the speakers? This can be done via the chat function. You choose whether you want to send the message to everyone or only to the host & expert.



All panelists = host & content expert, other participants don't see this.

All panelists and attendees = anyone can see your message

*Hi!*



Throughout the live virtual training, a number of polls will be launched. If the host asks a question via a poll, it will appear on your screen. You can respond immediately by clicking on one of the options + click on 'Submit'. Afterwards, the result will appear on your screen. You can view these results again afterwards via the button 'Polling'. This will only appear as soon as a first poll has been launched.

*What's your answer?*