



## Code of Conduct for CSC Virtual Events

As a Commonwealth Scholar or Alumnus, you are an ambassador for both the CSC and your home country, and your actions and communication will have an impact on the reputation of both. You are therefore expected to adhere to high standards of conduct and behaviour and to show respect to others and your surroundings at all times.

### During CSC Virtual Events, you are expected to:

- Be present
- Not share weblinks to join the event with others. This is a closed event for selected participants only
- Not use any recording software or equipment during the presentation. This includes the use of Artificial Intelligence (AI) technology.
- Engage with discussions and take part in the Q&A session, following instructions from the event organiser
- Not use foul or offensive language
- Not take screen shots of the event or chat box

The CSC aims to enable a free exchange of ideas during all its activities in order to achieve the maximum potential impact for all participants. Recognising the diversity of backgrounds among our award holders – including in terms of race, religion, gender, sexuality, cultural values, and disability status – you are reminded to always be respectful to others and to behave professionally. All communication should be appropriate for an audience including people of many different backgrounds; harassment and sexist, racist, or exclusionary comments or jokes are not appropriate, nor is discrimination either direct or indirect.

Any complaints received will be taken very seriously and any behaviour that does not adhere to the above values and expectations will be addressed by the CSC.

### Guidelines to follow

- If you do not already have one, create a Zoom account to join the event. Please note you can attend without a Zoom account.
- Follow the registration link a few minutes prior to the start of the webinar. You will find the registration link and password in your confirmation email.
- Test your audio equipment before you join
- Mute your audio when you are not speaking
- Follow guidance from the event organiser on how to take part in the Q&A session
- Please minimise distractions as far as possible so you can be present during the event