IMPORTANT INFORMATION FOR TAKING PART IN AN ONLINE COURSE

Before taking and joining the course, ensure that your computer equipment (computer or tablet, camera, microphone) is working properly.

Please do not use a mobile phone to participate in the course, but a computer or tablet (with keyboard and mouse).

Log in 15 minutes before the course starts.

Please turn on your camera during the course except for technical or teaching reasons, at the request of the teacher.

Turn off your microphone when you are not speaking.

If you would like to speak, please use the 'raise hand' tool.

Do not record or broadcast the course in any form without permission.