

# MIND THE GAP

## Tips for Webinar Attendees

NOTE: The BCCAT Webinar Terms & Conditions (including these tips) are available at [www.bccat.ca/webinarsterms/](http://www.bccat.ca/webinarsterms/)

### BEFORE THE EVENT

- Check your email for notifications about the event. You will also have the option to add the event to your calendar. (If you're not seeing email notifications in your inbox, we recommend that you check your spam folder.)
- The event link will be provided in email notifications.

### DURING THE EVENT

- Once attendees are admitted to the webinar, cameras (not mics) will be enabled. (Those who wish NOT to appear should refrain from turning on their cameras, and change their names to "Participant".)
- Feel free to participate! We invite participants to submit questions, chat, react, etc.
- If you find it helpful, you can also turn on captions during the webinar. [Click on "More actions (...)" in the top toolbar. then go to "Enable Captions>Language and speech" and select "Turn on live captions".]

### AFTER THE EVENT

- We value your feedback! If you could take a couple of minutes to complete the brief event survey that goes out shortly afterward, that would be much appreciated.

If you have questions about BCCAT webinars, feel free to contact us at [info@bccat.ca](mailto:info@bccat.ca). Finally, we invite you to [subscribe to our Engage newsletter](#) for regular updates about BCCAT events and other info.

*Thanks for your participation!*  
**The BCCAT Team**