FOX MOOT 2020-2021

BEST PRACTICES AND ZOOM INFORMATION

Please find below a list of best practices to follow while participating and attending any moot during the first ever *virtual* Harold G. Fox IP Moot. Should you have any questions or concerns please feel free to email foxmoot.canada@dlapiper.com or enter the Fox Moot Lobby (https://zoom.us/j/97174368462) anytime during February 19 and 20, 2021, where we will do our best to answer your questions or give further direction.

Each virtual Courtroom will have an assigned Clerk available to help navigate any issues during the Moot. Please take a couple of minutes to ensure you know who the Clerk is in each Courtroom and communicate any issues using the private chat function.

All Zoom ID and password information can be found on the Harold G. Fox IP Moot website.

Appearance and Background
- o Clothing should be a soft solid colour that is a different colour to your background
- o If a tie is worn, please select a solid tie as opposed to a patterned tie
- o Your background should be a solid neutral coloured wall if possible
- o If you intend on using a virtual background for the hearing, be mindful that excess movement can cause your image to disappear within the virtual background
- o Position the camera at your eye level or slightly above, allowing for a small amount of headroom at the top of the frame
- o Video should be in landscape position instead of portrait
- o When speaking, remember to look directly at the webcam or camera, not at the screen

Audio and Video Set Up
- o Select a room or area that is quiet and will not be subject to interruption
- o Verify your lighting - your goal with lighting is to provide a soft, even amount of light on your face
- o Ensure your internet connection is tested beforehand and if possible, use an ethernet cable
- o It is recommended to have a headset or headphones on hand in the event of poor sound quality

Etiquette
- o Participants should speak one at a time and pause prior to speaking in case there is any audio/video lag
- o Participants should mute themselves when not speaking to avoid any potential background noise
- o Ensure to mute any cell phones or home phones
- o Screen sharing permission will be disabled