



Spinal Muscular Atrophy with
Progressive Myoclonic Epilepsy

aCDase Deficiency Global Forum

GROUND RULES

November 13, 2023

1. Please mute yourselves unless speaking.
2. Do not speak unless acknowledged by the host.
3. Use the Raised Hand feature to speak. If you are unable to raise your virtual hand, please wave your physical hand and the host will recognize you.
4. All talking will be timed. When you hear the timer, please acknowledge you heard it and wrap up your sentence, then mute yourself. Individuals who chronically disregard the timer may be asked to leave the videoconference.
5. Please keep your video on at all times as practicable.
6. Please have your name on your video, and organization if practicable.
7. If you have not ever used the Zoom feature that allows real-time communication in 3 or more languages, please enter the meeting at least 20 minutes prior to the start of the meeting to be trained and to test the translation tool.*
8. Only positive, upbeat focus belongs at our meetings.
9. If the host considers your words to be inflammatory, the host reserves the right to mute you, or, in an extreme case, ask you to leave the videoconference.
10. If the presenter is interested in hearing from a particular individual, he/she should go through the host to avoid multiple individuals speaking at the same time.
11. A good forum begins on time and ends on time. If an issue runs over its allotted time, it will be tabled. Your contact list should help you connect with the presenters after the conference.
12. Respect each other.

*In "Captions",

- English speakers should select *Translation to: English*; in *Your Caption Settings: My speaking language: English*.
- French speakers should select *Translation to: French*; in *Your Caption Settings: My speaking language: French*.
- Japanese speakers should select *Translation to: Japanese*; in *Your Caption Settings: My speaking language: Japanese*.
- Et cetera