

## Inclusive Astronomy 2 Two-Way Remote Participant Agreement

This agreement is meant for all selected participants of the [Inclusive Astronomy 2](#) conference who wish to be a two-way remote participant. For more details of two-way remote participation, please see the acceptance email and the [remote participation](#) page of the website. If you wish to be a two-way remote participant, we require that you read the below expectations and sign this agreement in acknowledgement of them. This is done to protect the confidentiality of all conference participants and to provide the best experience for those participating remotely by building a level of trust between the two-way remote and in-room participants. If you have any questions regarding any of the following points or two-way remote participation, please contact Laura Prichard (LOC Co-chair, [lprichard@stsci.edu](mailto:lprichard@stsci.edu)).

### Expectations for two-way remote participants:

1. The two-way remote participation links will be unique to each remote participant and should not be used by anyone other than you.
2. A monitor will ensure that only the named remote participants in agreement with these expectations are online.
3. Do not record or share anything from the two-way remote participant video feed.
4. All in-room participants will be aware of who is online as a two-way remote participant at all times.
5. Have your video on at all times (or wherever possible) to aid with transparency and the confidentiality that we are trying to ensure with these expectations.
6. Be in a private space while connected as a remote participant and if you are not alone, please use headphones if listening to the video feed.
7. As a conference participant, you will be invited to the IA2 conference Slack. We request that you ask all questions related to talks through Slack for transparency.
8. The two-way remote participation video connection will be switched off for all talks for which the presenter does not wish to have it streamed to two-way remote participants.
9. The arrangements for the two-way remote participation are subject to change and at the discretion of the organizers as we work towards making this the best option for all participants and presenters.

If you agree to the above expectations for two-way remote participants, please sign, date and return this agreement to Laura Prichard (LOC Co-chair, [lprichard@stsci.edu](mailto:lprichard@stsci.edu)).

Signed: \_\_\_\_\_

Print name: \_\_\_\_\_ Date: \_\_\_\_\_