

Code of Conduct

Be Punctual

Regard the presenter's time and the schedules of fellow participants by logging in a few minutes before the webinar begins. This allows you to address any technical issues beforehand and ensures a prompt start to the session.

Minimize Distractions

Choose a quiet and distraction-free environment. Turn off notifications on your computer or mobile device to avoid interruptions. This ensures your full concentration on the presentation and active engagement with the content.

Expected Behaviour

- Behave courteously and professionally.
- Treat all Participants with respect, dignity, and consideration, in the spirit of valuing a diversity of views and opinions.
- Be considerate, respectful, and collaborative in communication and actions.
- Discuss differences and critique ideas in a non-confrontational manner with due regard for the viewpoints of others.
- Refrain from demeaning, discriminatory, or harassing behavior and speech.
- Report suspected inappropriate behaviors.
- Show respect for the presenter and other attendees by refraining from multitasking, side conversations, or disruptive behaviors.

Camera and Microphone Use

Be mindful of your camera use and maintain a professional appearance. Use your microphone thoughtfully, muting it during the presentation to minimize background noise and unmuting it only when asking questions during the Q&A session. Be cautious of your background visuals and interruptions if you choose to switch on your camera. Participants are recommended to switch off their cameras during the masterclass. However, they can switch on the camera when asking questions during the Q&A session.

Use of Chat

Avoid using the chat feature unless asked by the presenter. Check the chat box only to see the useful links and other important information shared by the moderator during the webinar.

Utilize Active Listening

Demonstrate your engagement by actively listening to the presenter. Avoid interrupting and save questions for designated Q&A sessions, ensuring a smooth and uninterrupted flow of information. Nodding or other non-verbal cues can also convey your attentiveness.

Q&A Session

To participate in the Q&A session and ask questions, raise your hand using the 'Raise Hand' feature of the Zoom software. Prepare your questions in advance and ask one question at a time. Mention your name and profession before asking the question. Do not interrupt when someone is asking a question or the presenter is answering a question.

Intolerable Acts

The following acts resulted in the offender's immediate expulsion from the webinar room with no refund or credit and a ban from any participation in the future.

- Violent threats or language.
- Discriminatory or derogatory jokes and language.
- Posting sexually explicit or violent material.
- Posting, or threatening to post, people's personally identifying information.
- Insults, especially those using discriminatory terms or slurs.
- Behavior that could be perceived as sexual attention.
- Advocating for or encouraging any of the above behaviors.

Starters' CFO will generally not make detailed public statements about Code incidents to protect all parties involved. The decision/s of Starters' CFO is final.

Copyrights & Recording

Webinar assets and presentations are the copyright Intellectual property of Starters' CFO Pvt. Ltd. and recording transmission or selling of any session, presentation, webinar, video, or content in any format is strictly prohibited. Participants should not copy or take screenshots of any presentation, Q&A, or chat window activity unless specifically authorized. If you wish to rewatch any sessions later, please visit www.starterscfo.com/webinars to watch the recordings of previous webinars. Usually, the recording of the completed session is available to rewatch within 5 days from the date of the webinar. These recordings are lifetime free to watch.

Reporting

Our team will monitor compliance with the Code of Conduct throughout the webinar. If anything during the event concerns you, please alert us by sending an email to info@starterscfo.in or calling +91 8112 8112 68. Any reports will be dealt with at our discretion following our safeguarding procedures.