



Ovarian Cancer Canada  
Cancer de l'ovaire Canada

# Teal Tea

## Group guidelines

Thank you for joining us for Teal Tea. To ensure everyone can make the most of this time in a safe and inclusive environment, please uphold the following guidelines.

- Always ensure respect and empathy for all participants.
- Log in from a quiet space, ideally with good lighting. Everyone is encouraged to turn on their cameras and share their thoughts; however, there is no requirement to do either.
- While each session sets out a theme or question for discussion, this is intended as a starting point and will not serve to limit the exchange of insights and information.
- Raise your hand to speak, also note that you have the option of raising your hand by clicking the icon on the top right of your screen.
- To ensure a helpful exchange and where everyone has opportunities to speak, please try to stay on topic based on the overall course of conversation.
- Unless you are speaking, please mute your microphone to reduce background noise.

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### Here are a few tips for setting up your screen:

- At the top right of the Zoom window, you can enter or exit full screen mode. You can also exit full screen by pressing Esc on your keyboard.
- To see everyone on screen at the same time, find the View option in the bottom right corner of your screen, and select Gallery View.

If you have any questions, please connect with us by email at [tealtea@ovariancanada.org](mailto:tealtea@ovariancanada.org)