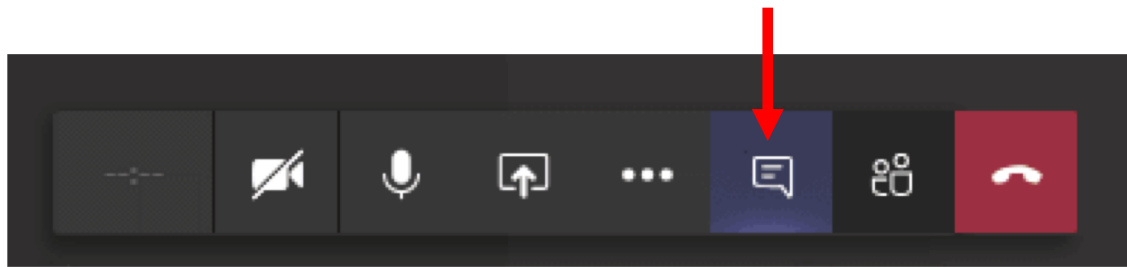
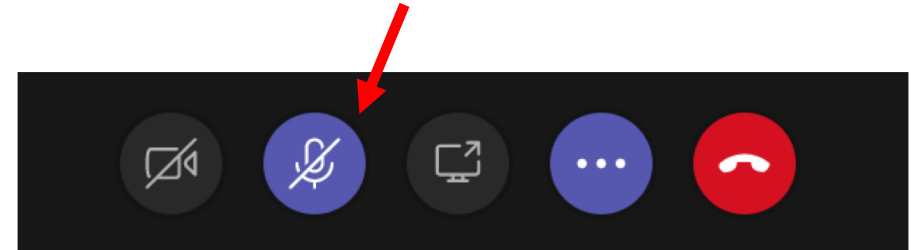


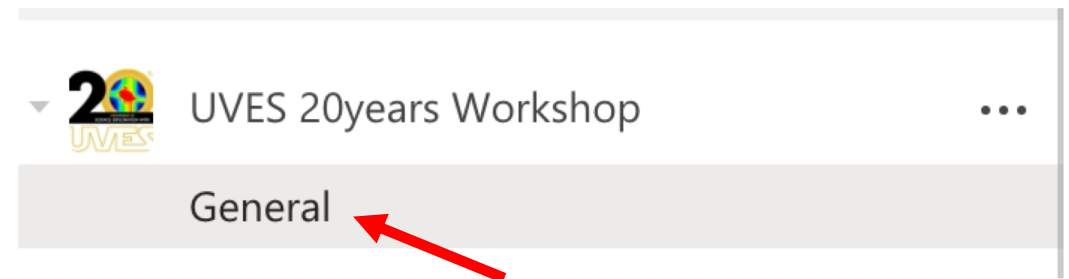
General instructions

Please **mute** your microphone unless invited to speak



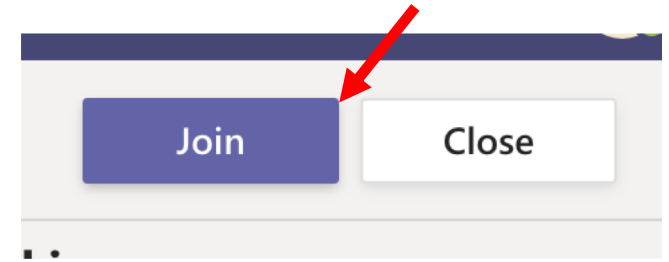
During talks, ask questions **in writing only** in the meeting chat. The chair will present the questions to the speaker.

For any other discussion/question/comment of **general** interest use the “General” Channel of the Workshop.

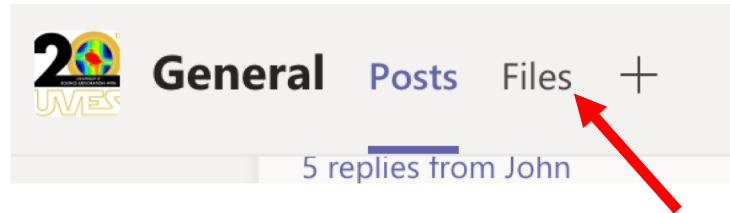


General Tips

If you lose connection, just reconnect “Join”ing again

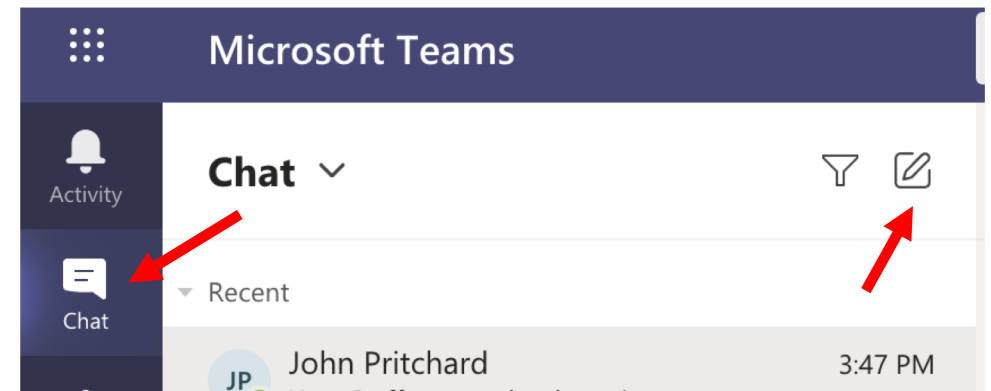


00:35-01:00 The optical design of UVES (J. Kosmalski) **Presentation**



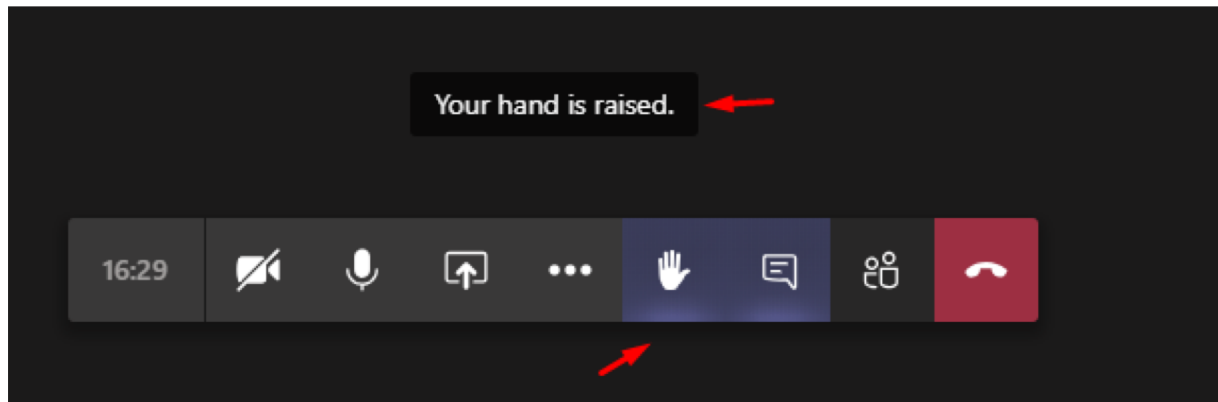
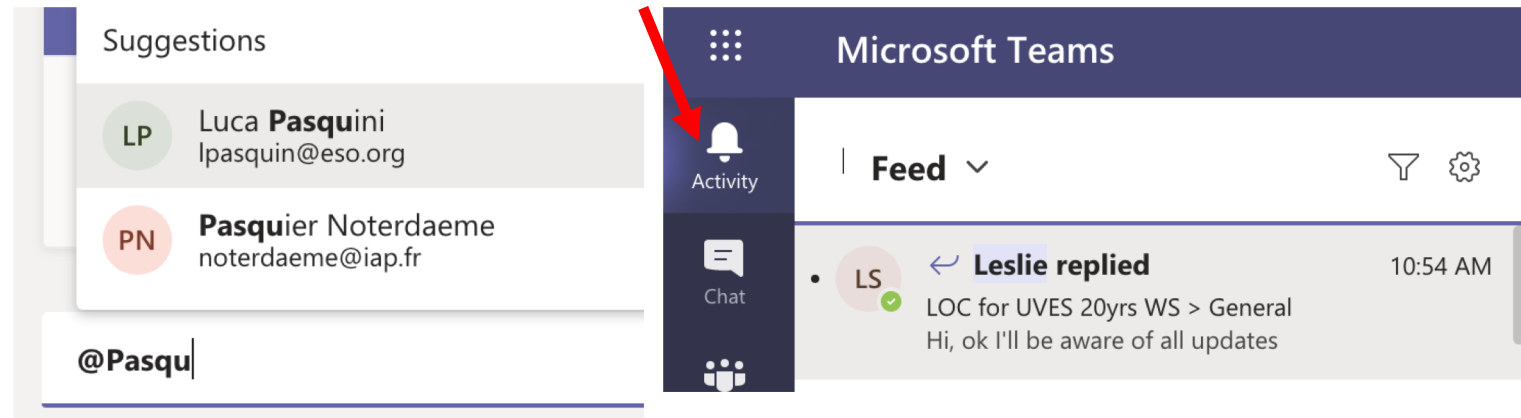
Presentations are linked to the program, and in the “Files” tab in Teams

You can open private chats with any subset of participants, for matters that are not of general interest



General Tips

In **any** chat, if you “@” (mention) a participant, they will be notified in the “Activity” tab of Teams. Do so e.g. to ask somebody a question.



During **discussion sessions**, raise your hand to alert the moderator that you want to speak. When you have spoken, remember to **lower** your hand and mute your mic again.

Please be reminded that **all sessions are being recorded** and will be made available publicly online.