



**KDIGO CONSENSUS CONFERENCE ON HARMONIZING
ACUTE AND CHRONIC KIDNEY DISEASE DEFINITION
AND CLASSIFICATION**

GROUND RULES

PLENARY TALKS AND DISCUSSIONS (AUG 15 & 16)

- We will be using the Zoom webinar platform for the August 15 & 16 events
- All conference participants will join in listen-only mode (no video)
- Participants should use the Q&A feature to submit questions
- Participants can upvote questions that are of particular interest
- Use the raise hand feature to indicate that you would like to comment verbally
- Co-chairs will select specific questions or attendees that have raised their hand to unmute their line in order to comment or ask their question
- The chat feature will be active, but not necessarily monitored or moderated
- All sessions will be recorded


Zoom Webinar Platform Features

Q&A

- The Q&A feature will be active during our plenary talks and discussions
- To use: on the bottom of your screen you will see a panel, select the button that says Q&A, and type in your question
- All questions will be visible to all participants
- Participants can upvote questions that they feel are important by clicking on the thumbs up icon next to the question
- Questions may not be answered immediately or in the order in which they are asked, but will be addressed if relevant / time permits
- Please note that Q&A is only to be used for questions; if you have a comment or need to communicate to the group, please use the Chat function

Q&A

Zoom Webinar




Audio Settings ^

Chat Raise Hand Q&A Leave

Q&A

All questions(1) My questions(1)

My Question 02:21 PM
This is a test question



Click to upvote

Type your question here...



RAISE HAND

- The Raise Hand feature will be enabled during our plenary talks and discussions
- To use: on the bottom of your screen you will see a panel, select the button that says “Raise Hand”
- Click once to raise your hand, and click again to lower your hand
- Zoom automatically lists participants in the order in which their hands were raised
- The Conference Co-Chairs will keep track of whose turn it is to speak and will alert you when it is your turn
- Once it is your turn, the moderator will un-mute you
- When finished, your line will be muted

RAISE HAND



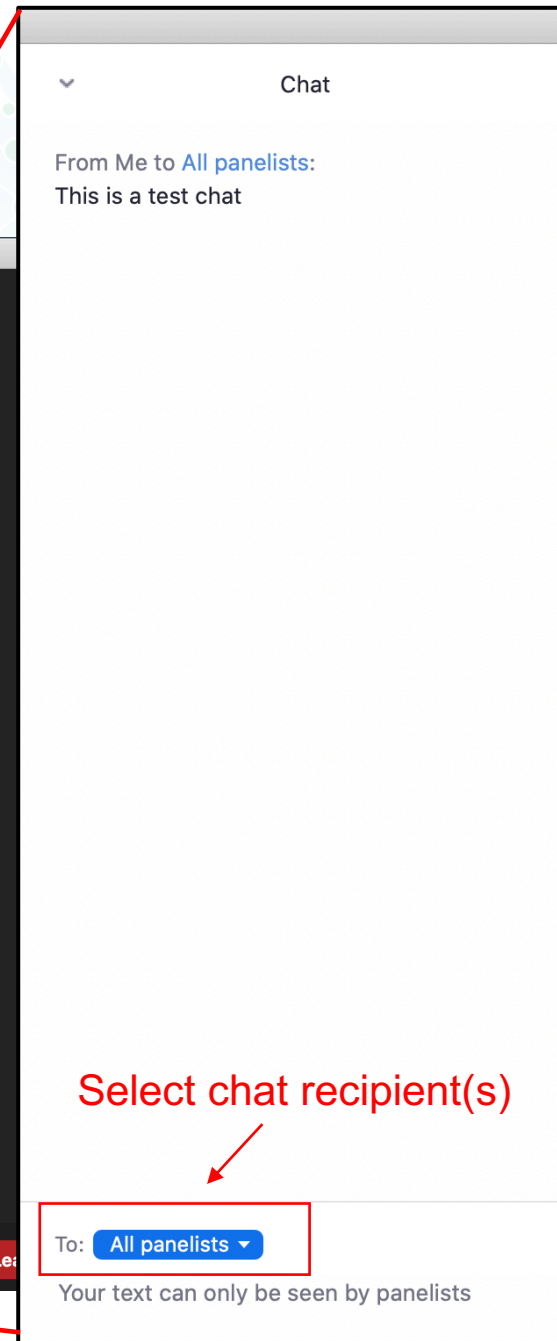
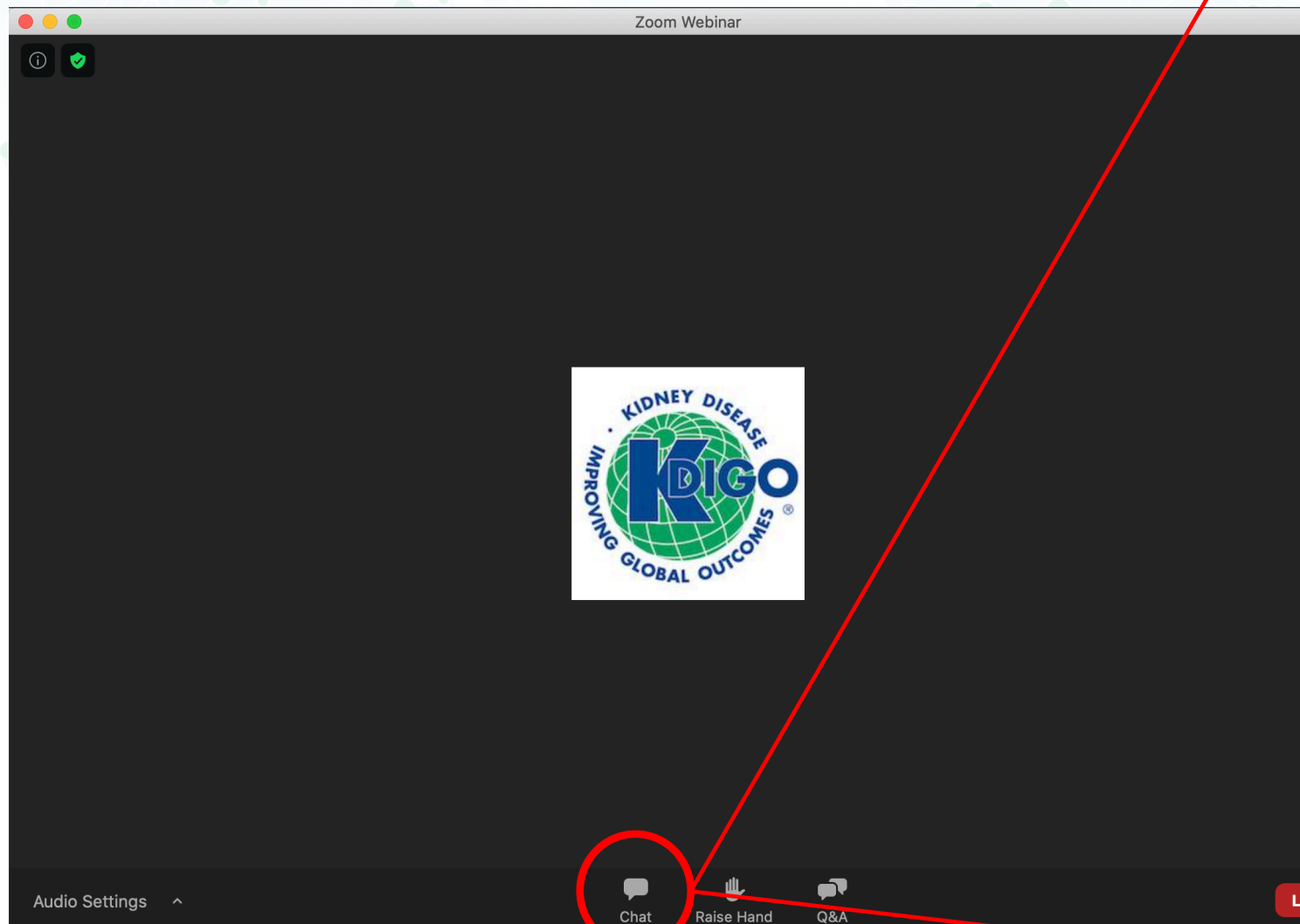
Click once to raise hand.
Click again to lower hand.



CHAT

- The Chat feature will be enabled and can be used to make comments
- Chat will not be moderated or monitored by the Conference Co-Chairs, but will rather be an informal “side-bar discussion” area
- Always use the Q&A function to ask a question
- Use the Raise Hand feature to indicate that you wish to speak and contribute to the discussions verbally
- Make note of your chat settings as comments can be sent to specific individuals, all participants, or only to moderators / panelists

CHAT



Select chat recipient(s)



TECHNOLOGY TIPS

- Sessions on August 15 & 16 will be recorded and made available to all attendees
- Please use your desktop computer or laptop to join the Zoom webinar; joining via phone limits your ability to participate
- Mute yourself unless speaking
- Technical difficulties? Please email (or private chat) Coral or Tanya