

Getting the most out of eTwinning events: dos and don'ts

This short guide aims to create a shared understanding of expectations, behaviours, and responsibilities at eTwinning conferences. This can help ensure that these community events run smoothly, inclusively, and respectfully. It can also reduce misunderstandings, improve participation and make learning experiences more meaningful and inclusive for all participants.

DO...	
Make sure to follow all the requirements and procedures before attending an event.	For example, accommodation and transportation should be organised before the event, by your National Support Organisation. If you are unsure of the procedures, please always contact your National Support Organisation first.
Arrive on time and participate.	Please respect the timings of the event and its activities. You should make sure to arrive at the venue and the different activities on time.
Engage respectfully with others, being mindful of cultural diversity and personal space.	In eTwinning we welcome people from across Europe and beyond. We are respectful of each other's cultures.
Avoid disturbing others.	Out of respect for other delegates and speakers, please keep private conversations for the breaks, put your phone on "silent" mode, and raise your hand to ask questions.
Make sure you're comfortable in English.	Our events take place in English, so we need you to be able to speak/understand English so that you can follow and take part in the activities.
DON'T	
Bring your family members, including children, or friends to the event or its activities.	We only have a limited number of places at our events (including meals). So, we can't cater for family members or friends, and they won't be allowed in our event activities and meals.
Ignore the dress code.	We have a smart casual dress code for our events.
Bring your own meal or catering into the event.	Catering is provided at our all events, so we ask that participants refrain from bringing their own food or drink with them. There may also be participants with severe allergies, and our event venues usually have strict rules about food in the conference rooms.
Forget to speak to your NSO if you need to have someone accompanying you and make sure your NSO has given permission for them to attend.	Accompanying persons include anyone who provides support to a participant with a disability, physical limitation, or health condition that requires additional assistance. If your NSO has not been informed, the person accompanying you won't be able to enter the venue or take part in the event activities.
Deviate from the scheduled activities.	You should participate in all activities throughout the event. Please let the organisers know if for some reason you are unable to participate in a certain activity.
Ignore the instructions from your National Support Organisation or the Central Support Organisation	If you have any questions or concerns, always speak to your NSO as a first contact point.