








## ✓ Online Teaching and Events

<b>1. Culture</b>		
	<p><b>Be culturally aware!</b> Work in collaboration with the Neurodiverse community. Review the Neurodiversity Information pamphlets provided. Ensure that any materials that you produce follow the cultural sensitivity guidelines. Seek guidance from the Neurodiverse community when shaping your plans / materials.</p>	<input type="checkbox"/>
<b>2. Environment</b>		
	<p><b>Sensory accessibility is a key factor!</b> Plan for a Neurodiversity friendly event. When teaching or hosting events via video conferencing, ensure that all microphones aside from that of the speaker are muted prior to commencing. If you are designing an online space or a slide deck, try to use muted colours and avoid a bright and overstimulating setting.</p>	<input type="checkbox"/>
<b>3. Safe Space</b>		
	<p><b>Provide Safe Spaces!</b> Be sure to indicate whether the event is being recorded. Particularly if recording is on, make microphone and camera use optional, and allow participation via microphone <u>and</u> written comments. Be mindful that it can be difficult knowing when or how to contribute in a video call. Some participants may not be comfortable with speaking or submitting written ideas. Offer the opportunity to send private messages to the host, who can then read them out anonymously.</p>	<input type="checkbox"/>
<b>4. Adjustments</b>		
	<p><b>Enhance Equity!</b> Engage with participants using multiple teaching methods. Try creating activity slides in PowerPoint in lieu of handouts, and enable participant mark-up options—this may include options to draw, brainstorm, fill out charts, link/match up terms and definitions, etc. You can also use options like voting to bolster participation rates. Use written bullet-points to prompt discussions and/or communicate clearly. Use <i>Sans Serif</i> fonts like Arial, Helvetica, or Calibri to facilitate reading across neurotypes.</p>	<input type="checkbox"/>
<b>5. What to Expect</b>		
	<p><b>Communicate expectations clearly!</b> Help participants plan for your event in advance. Use your promotional materials, websites, etc. to clarify what to expect on the day. Also be sure to promote your chosen accessibility features to encourage attendance.</p>	<input type="checkbox"/>