



# General Guidelines for Everyone:

1. **Be respectful:** Be respectful of other participants. This includes listening to their ideas, avoiding personal attacks, and using inclusive language.
2. **Stay on topic.** This helps to keep the workshop on track and productive.
3. **Participate actively.** This means sharing your ideas, asking questions, and contributing to the discussion.
4. **Respect the 2-minute rule:** When called on, each person will speak for 2 minutes. So, organize your thoughts before raising a hand to speak.
5. **Be open to new ideas.** This is the whole point of a workshop, so be willing to listen to and consider new ideas, even if they are different from your own.
6. **Be respectful of the facilitator's decisions.** The facilitator is there to help the workshop run smoothly, so respect their decisions and follow their instructions.
7. **Have fun!** Workshops should be a stimulating and enjoyable experience, so relax, enjoy yourself, and learn something new.