



Guide for Users of the Global Judicial Integrity Network Webinar Series

What is the Global Judicial Integrity Network Webinar Series?

The Global Judicial Integrity Network is organizing a series of webinars on those priority topics identified by the participants of the Network and that constitute new challenges for judges and jurisdictions worldwide. With this initiative, we aim to continue to broaden the opportunities for networking and knowledge-exchange during this period in which many judiciaries cannot hold regular in-person sessions. The first webinar will be broadcast via Microsoft Teams.

What is Microsoft Teams?

Microsoft Teams is a unified communication and collaboration platform that combines workplace chat, video meetings, file storage (including collaboration on files), and application integration. Microsoft Teams encrypts data in transit and at rest.

What do I need to participate in the webinar?

You need an audio set, such as headphones and microphones, and an internet connection, such as a connection to a Wi-Fi network.

How do I join the webinar?

1. Click the link to the webinar that is included in the invitation message:

[Join Microsoft Teams Meeting](#)



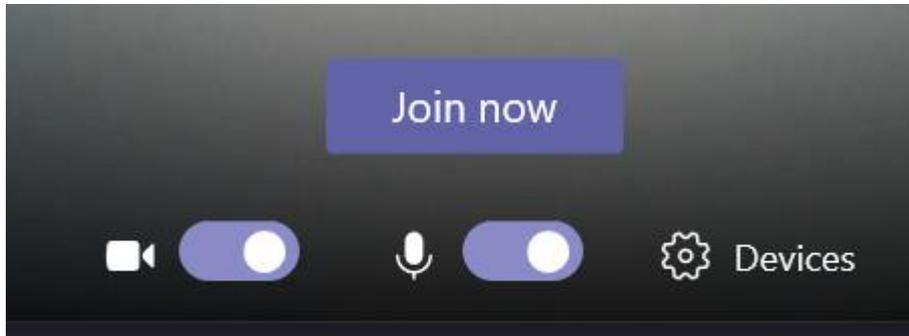
[Learn more about Teams](#) | [Meeting options](#)

2. You will be automatically directed to The Microsoft Teams page. You can join the online version or download the app free of charge.

[Download the Windows app](#)

[Join on the web instead](#)

3. Check your audio and camera before joining the webinar



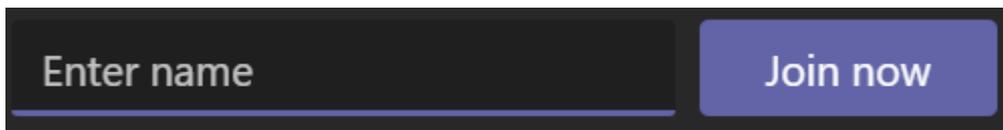
- We strongly recommend you enter the call with the microphone muted.



- We also recommend that you switch off the camera to improve the quality of the audio.

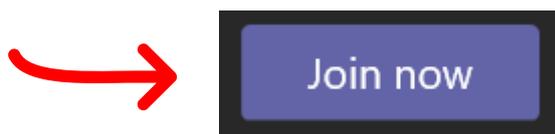


- Enter your name as you would like other webinar participants to see it.

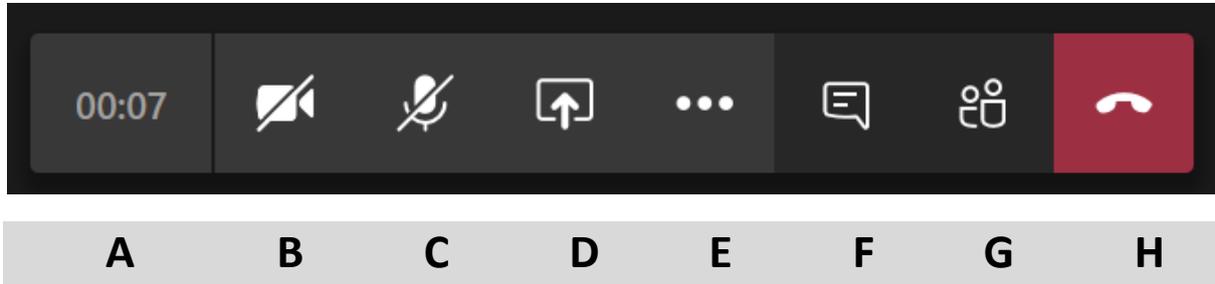


We strongly encourage participants to test the access to the platform in advance and to join the platform 10 minutes before the beginning of the webinar.

- Please join the webinar before the time indicated for the beginning of it by clicking the following button.



4. Once you join the webinar you would see the following options in the control panel:

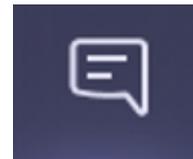


- | | |
|--|-----------------------------|
| A. Duration of the meeting | E. Other options |
| B. Access to your video/webcam | F. Chat |
| C. Mute/Unmute the microphone | G. Show participants |
| D. Share (e.g. your screen or a file) | H. Hang up |

How to ask questions during the webinar?

Questions from the audience are welcome during the webinar and will be answered at the end of the session. The moderator will also open the floor for questions after the presentation of the lecturer. If you want to pose a question to the speaker:

1. Click on the Chat icon in the control panel



2. Write your question here. Please identify yourself and the judiciary or institution that you are part of before asking your question:



Type a new message

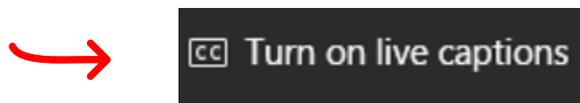
3. Click here to send it to the group:



4. The moderator will read the questions and the lecturer will reply to them according to the available time at the end of the webinar.

Are there subtitles?

There are no subtitles but there is the option of live captions. Microsoft Teams can detect what is being said in a meeting and present real-time caption for anyone who wants them. Live captions are a preview feature in Microsoft Teams and they're only available in English (US) and on the Teams desktop app for now. If you would like to activate live captions, click on "Other options" – (E) in the control panel of Microsoft Teams – and then on "Turn on live captions".

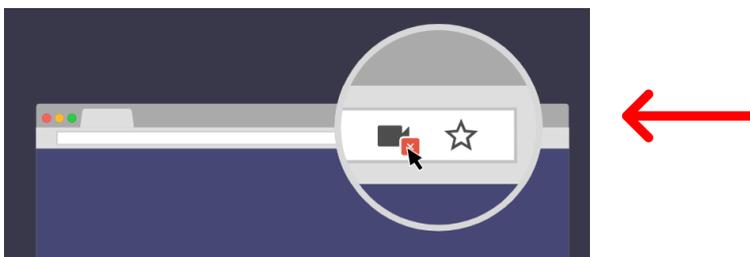


Can I use any browser to join the meeting?

Internet Explorer 11, Safari 11.1+, Firefox have reported compatibility issues with the online Microsoft Teams. Please use a different browser to access the webinar, such as Google Chrome, or download the application of Microsoft Teams.

How to report that I am experiencing a technical issue?

If you are experiencing a technical issue, for instance, the audio or video is not working, please check that you have activated them and that you have allowed the platform to have access to it. You may check the following icon in the top right of your screen to activate audio and video:



If there is a problem in joining the webinar through the link of the meeting or you are experiencing disturbances during the webinar, please contact unodc-judicialintegrity@un.org.