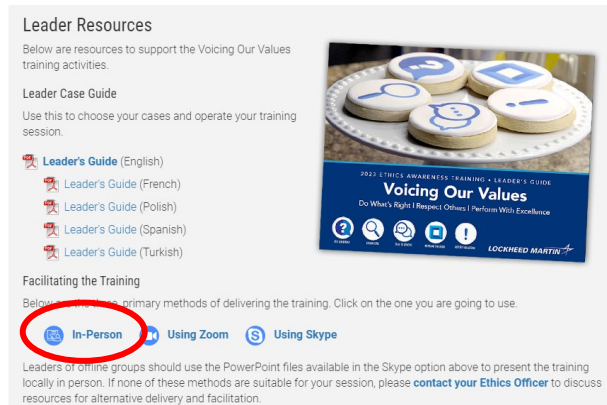
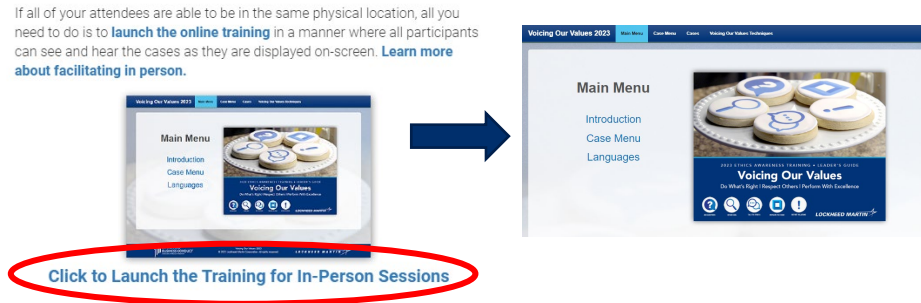


# Using Teams to Conduct Ethics Awareness Training

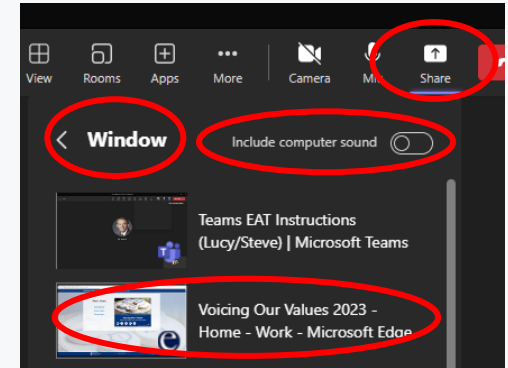
- From the [EAT homepage](#), choose the In-Person training option.



- Press the 'Click to Launch the Training for In-Person Sessions' link to progress to the EAT Main Menu.

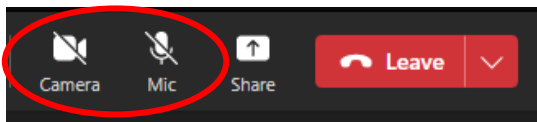


- In Teams, select the Share icon, slide the 'Include computer sound' bar across, select Window & choose the Voicing Our Values page.

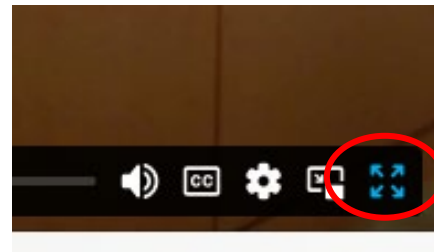


- The training host should ask attendees to mute themselves when the videos play & unmute once the videos have finished.

To minimise video buffering, attendees can also switch off their cameras during the video playing and switch them on again for the follow-on discussion.



- When ready to begin, select the EAT 'Introduction' link from the Main Menu. As the video starts to play, use the 4 arrows icon in the bottom right of the video in order to enlarge to full screen.



- When the Introduction finishes, select the 'View the Case Menu' text to return to the main EAT screen & proceed to the Case Menu to select the chosen cases.

