Dear Participant,

There is mounting evidence of serious cumulative health impacts on interpreters hearing as a result both of poor/toxic/dangerous sound and the continued use of non-ISO-standard compliant conferencing platforms, for this reason we strongly urge you to follow the Remote Simultaneous Interpretation (RSI) requirements to help the interpreters to more safely provide high quality, faithful and complete interpretation. Please be aware that due to poor/toxic/dangerous sound, interpretation may be suspended at any moment.

We urge you to follow these minimum requirements in all remote meetings to improve both sound and connection:

You can improve your sound and video simply by using:

- a headset with microphone, and
- a laptop connected via Ethernet cable to the modem.
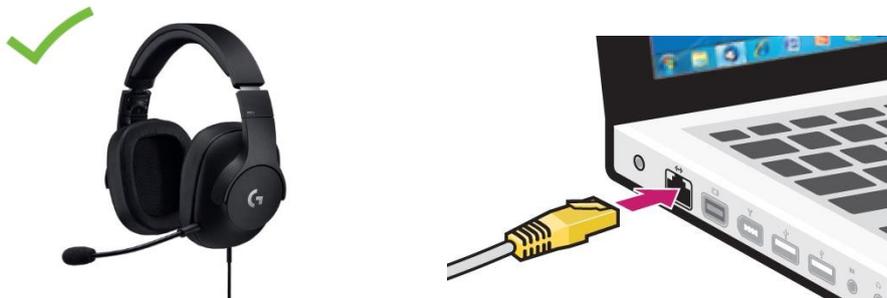
Please go through the checklist below and make sure all the boxes are ticked before participating in your next remote meeting:

1. ☐ Connect to the meeting using a **laptop or desktop computer** only (strictly no tablets or mobile phones).
2. ☐ Always plug your laptop directly into your modem with an **Ethernet cable**.
3. ☐ Ensure all **written statements** are shared with interpreters through the email provided by MCU, preferably at least 30 minutes before delivery. This is essential to compensate for any poor sound and possible cuts in the audio.
4. ☐ Always use **headsets with an integrated microphone** to eliminate echo and feedback (e.g.https://aiic.org/company/roster/companyRosterDetails.html?companyId=11786&companyRosterId=26).
5. ☐ Please keep your **video** on and avoid backlighting - interpreters need to see the speaker.
6. ☐ Once set up correctly, **don't touch or tap your microphone**, or move your computer.

Following these requirements will contribute to your being seen, heard and interpreted during remote meetings! **Failure to follow these requirements will greatly increase the likelihood that simultaneous interpretation will have to stop and your message won't be properly relayed during the meeting.**