

## **Guidelines for Working with TEAM Arthritis Information Slide Modules**

All finalized TEAM Arthritis Information slide modules are available in PDF format for download from the Canadian Arthritis Patient Alliance (CAPA) website, [www.arthritispatient.ca](http://www.arthritispatient.ca). If you wish to access the TEAM slide modules in a Powerpoint version that includes notes, we ask that you contact us at [contact@arthritispatient.ca](mailto:contact@arthritispatient.ca) to do so. Additionally the following guidance is provided to ensure consistent use of the TEAM slide modules:

- Wherever possible, the TEAM slide modules should be presented on the TEAM slide template
- Adaptation of the slide kits to include country-specific data/information or translation into the local language is acceptable. If you do update the slides to include country-specific data or information, please share a copy of these with CAPA for uploading to the CAPA website
- However, if you choose to significantly adapt or edit these slides or change the meaning or context of the information, you accept responsibility for the content of your presentation and agree to use a different slide template
- If the TEAM slide template is not used, please acknowledge the Canadian Arthritis Patient Alliance as the source of the slides. This can be done by citing Canadian Arthritis Patient Alliance as a reference, e.g. 'This slide/slide kit has been adapted/taken from Canadian Arthritis Patient Alliance'
- When using the TEAM slide template, the title slide must always acknowledge the funding received from AbbVie for this initiative, by using this wording "This program is supported by AbbVie." This statement only needs to appear on the title slide and not on every slide of the presentation
- If you wish to make the TEAM slides available via the internet please first contact CAPA ([contact@arthritispatient.ca](mailto:contact@arthritispatient.ca)).
- It is preferable to provide the TEAM slide modules via the Canadian Arthritis Patient Alliance project page
- The slides can then be linked to directly from another website
- Where it is not possible to link to the CAPA website, the slides can be made available for download directly from another website.

If you have any further questions regarding use of the TEAM slide modules, please CAPA at [contact@arthritispatient.ca](mailto:contact@arthritispatient.ca).