

## Live stream checklist

You should have no issues watching our live streamed event, if you adhere to the following recommendations:

- 1. If possible access the live event using a recent computer. The stream is also visible on mobile devices, though the technical nature of the content benefits from being viewed on larger screens.
- 2. Check to see that you are running the most recent version of Google Chrome, Mozilla Firefox, Microsoft Edge or Safari.
- 3. On a computer your Operating System should be: Windows 7 or later, Mac OS X 10.7 or later, or Ubuntu 10 or later. On a mobile dice please check your operating system is up to date.
- 4. It can help to close other tabs, browsers, and programs that might otherwise sap the resources of your computer or device.
- 5. If you are watching with colleagues, do not attempt to watch the stream on several devices using the same networked connection. The network will be unlikely to cope; far better to gather around one large screen.
- 6. Ensure the best possible internet connection. This must be faster than 1Mb/s. You can test your connection here <a href="http://www.speedtest.net/">http://www.speedtest.net/</a>
- It can sometimes help to use a wired Internet connection, instead of relying on a wireless network. 7. In some organisations, video streaming is blocked. It may also be blocked for political reasons in
- some countries or specific regions. You can easily check for this by simply visiting <u>https://www.youtube.com/</u> or if you are in China, try <u>http://www.youku.com/</u>. If you can play videos here then you should have no problems with the live stream.
- 8. Remember to check that you have speakers or headphones connected to hear the audio.
- 9. If you experience a lot of buffering, try selecting a lower bandwidth version of the stream by clicking on the "HD" button at the bottom right hand corner of the video player.
- 10. You can make the video full screen by clicking on the full screen icon (also bottom right on the player).
- 11. You can submit comments and questions by clicking on the "Send questions and comments" field at the top right of the viewing page (On a mobile phone click on the "Discuss" tab at the foot of the page.)

Simply enter a display name and then post your question. Note that this is a moderated facility so comments and questions will only appear on the page when approved. There may be a significant delay in them appearing, if you post when the moderators are not active. Moderators will normally be active while the stream is live.