

2022 Conference for Women

HD VIEWING

See below for helpful steps to ensure a smooth HD viewing experience.

ADVANCED PREPARATION:

(CFW would like to schedule walk through with point of contact the week prior to the Conference)

1. **Ensure your Virtual Private Network (VPN) is OFF**
2. **Hardwire the computer** you plan to use to the **internet** - Check to ensure your internet bandwidth is not being used by too many other users. Email sponsor@conferenceforwomen.org with any questions.
3. **Update** your version of [Chrome](#) or [Firefox](#) to the latest update (and make sure pop ups are enabled)
4. **Schedule your tech check with the Conference for Women team.** This will ensure all systems are tested and you have a smooth experience on event day.

NOTE Screen Size - if you're using a projector or large video screen, it must have at least 1024x768 resolution

LAST MINUTE PREP ON CONFERENCE DAY:

(at least 1 hr prior to Opening Keynote)

1. Ensure your computer is connected to power to avoid interruption
2. Test speakers

CONFERENCE MORNING - READY TO BEGIN!

OPENING KEYNOTE

1. Enter the environment: <LINK TO BE PROVIDED>
2. Enter your login email (password "PennWomen22")
3. Click on "Keynotes"
4. Once inside the keynote room, click the center screen to begin your session *(a countdown loop will begin 15 minutes prior to scheduled start time.)*

TIP! Once your video begins, click the square on the bottom right corner of the video player to enter full screen mode. This will also cover up the chat.

AFTERNOON KEYNOTE

1. Sign into the environment, click on "Keynotes"
2. Once inside the keynote room, click the center screen to begin your session

NOTE: Only keynote sessions are being offered in HD..

TROUBLESHOOTING - Having trouble? Our team is here to help! Email us: sponsor@conferenceforwomen.org