

TECHNICAL PRE-REQUISITES **FOR A SUCCESSFUL WEB CONFERENCING EVENT**

The Web conferencing service for this event is provided by our self-hosted [BigBlueButton](#) platform. This document provides instructions for you to check the pre-requisite setup on your workstation/device to join and engage on the platform effectively.

The platform **does not** require you to install any additional software on your workstation or device. You can join from a web browser. Please read the below instructions carefully.

1. Use a workstation or mobile device installed with a recent version of a compatible operating system.

Workstation / Mobile device: System requirements	
Microsoft Windows	Windows 7 or later. <i>Recommended Windows 10. 4GB RAM or higher</i>
Apple macOS	macOS High Sierra or later. <i>Recommended macOS Big Sur. 4 GB RAM or higher</i>
Ubuntu Linux	18.04 or 20.04 LTS. (and similar other stable Linux distributions). 4 GB RAM or higher.
iPhone/iPad	iOS 12.2 or later. A recent device model with 4 GB RAM or higher.
Android OS phone / tablet	Android 6 or later. A recent device model with 4 GB RAM or higher.

2. Use a compatible web browser on your workstation / mobile device.

Workstation / Mobile device: Browser requirements	
Microsoft Windows Apple macOS Linux	Use Mozilla Firefox or Google Chrome. If you already use Firefox or Chrome, ensure you update to the latest version before joining the session Linux: <i>refer your specific Linux distribution documentation for compatibility with the latest browser version</i> Safari on Apple Macintosh OS or Edge on Microsoft Windows are not recommended on workstations.
iPhone/iPad (iOS 12.2+)	Use Safari Mobile browser. Ensure it is updated to the latest version
Android OS (6+)	Use Chrome Mobile browser. Ensure it is updated to the latest version

3. A WiFi network with full signal strength is recommended. The connection status icon on the top right of your BigBlueButton browser window will be colored green if the connection is good. If you face any audio/video issues during the session, check the connection status icon first.

Once you successfully join your meeting, you can reduce bandwidth usage by clicking on the connection status icon, and disabling webcam and desktop sharing.

4. On your workstation / mobile device, **close (or ‘force quit’) other applications for the duration of the event**, including other browser windows and tabs. Many applications, including e-mail and chat, constantly use the network in the background and could impact your session.

5. A headset with microphone is recommended.

6. This [video](#) provides a five minute overview of BigBlueButton features for participants.