

# Meeting Basics

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1. Have the most up-to-date Adobe Flash Player, if possible.
  - a. You can download the latest version of Flash here:  
<http://get.adobe.com/flashplayer>
2. Try to have a recommended internet speed of at least 1.5Mb for your download and upload speeds. *Watchitoo has low bandwidth options called "Lite" in the Themes tab within the control room in the event that there are participants with below the recommended levels.*
  - a. You can test your connection speed at the following site: <http://speedtest.net>
4. We recommend that you are plugged in directly via Ethernet rather than WiFi. *An Ethernet cable provides for a more secure and oftentimes faster connection.*
5. Please have a pair of headphones available. This will prevent any audio feedback.
6. We recommend using Firefox, Internet Explorer, or Safari browsers. Please avoid using Google Chrome if you intend on activating a webcam since you will be prompted to disable a Flash Plugin that is causing an error for Watchitoo users.
7. Make sure that all other programs that might use a camera are closed. One camera has to be dedicated to one program.

\*Please contact the Watchitoo Technical Support line if you have any questions\*

212-354-5888, x 2