


2021




WEBİNAR/ONLINE EĞİTİM KILAVUZU

Webinar Program User Guide

- 1- If the link is clicked, you will be able to access the webinar program directly without any registration, user name or password.
- 2- When the relevant link is clicked;


Last-minute checklist!  [CONTINUE](#)

1. bu yeşil tuşa tıklayacağız




Free up resources

Free up as much as possible your computer resources. Close all other applications, browser tabs, etc.




Wear headphones

Wear headphones to minimize audio feedback between your speakers and your microphone.




Internet connection

Don't consume your household internet connection. Netflix, gaming and downloads might reduce your bandwidth.





Avoid distractions

Avoid distractions and background noise while you're on-air: mute your phone, Skype, email and close the door!

Test your video and audio  [START THE TEST](#)

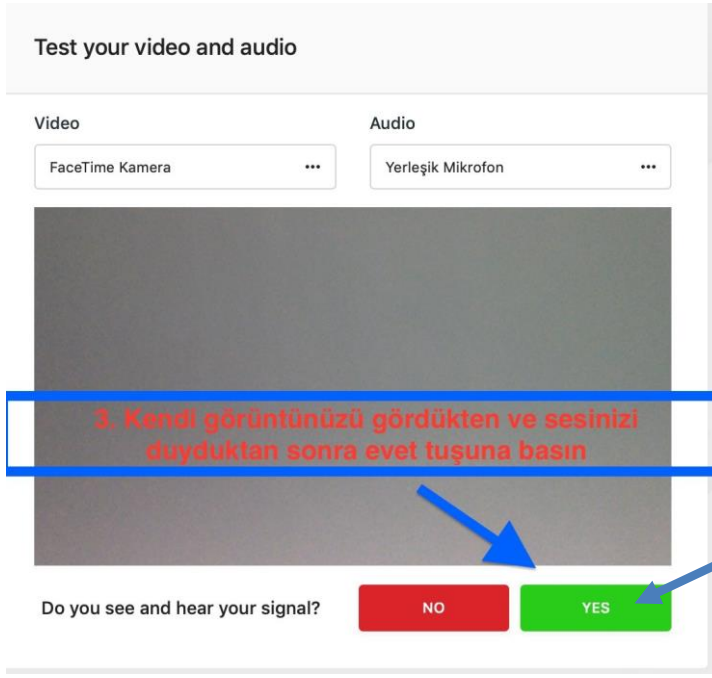
2. Testi Başlat tuşuna basın



We need to test your audio and video signal

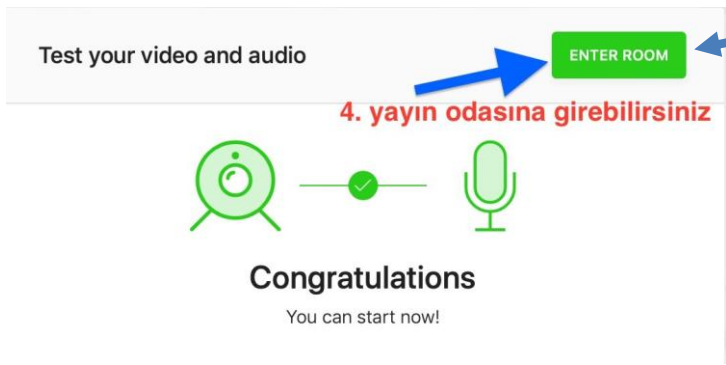
Don't worry, it's for calibration purposes only. You'll be able to turn them ON/OFF at any time.

4-



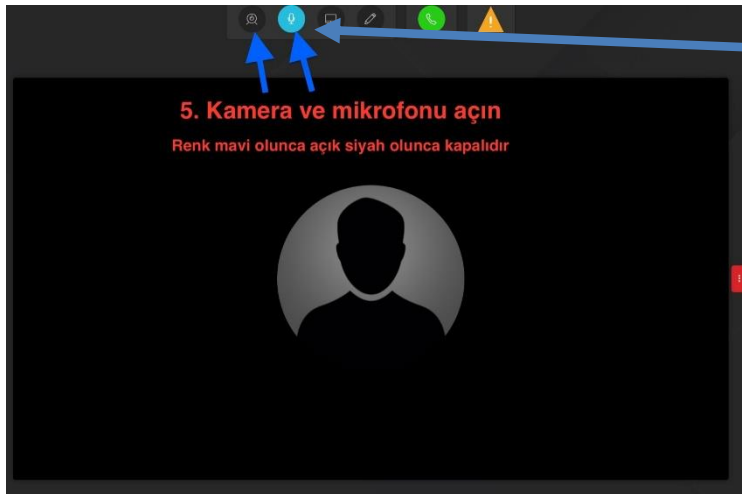
5-

3. Press the "Yes" button after seeing your image and hearing your voice



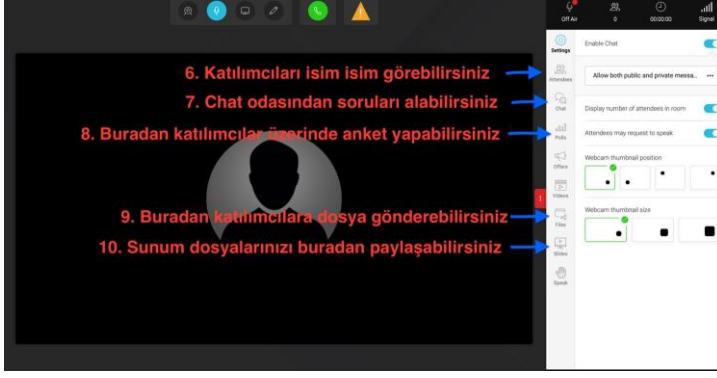
6-

4. You can enter the broadcast room.



7-

5. Turn on your camera and microphone.



6. You can see the participants names.

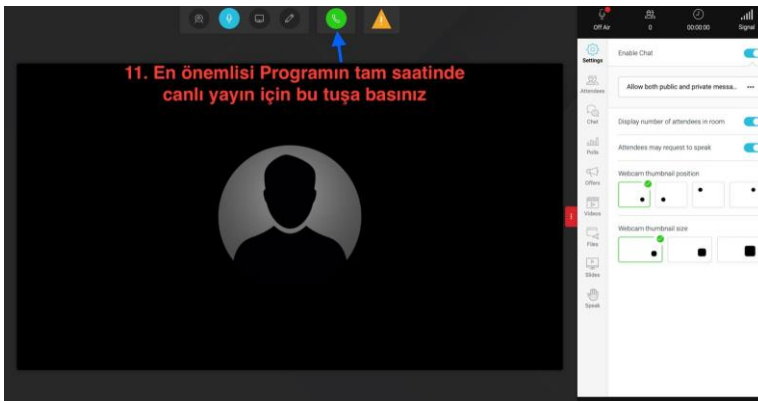
7. You can get questions from the chat room.

8. You can get questions from the chat room.

9. You can send a file to the participants.

10. You can share your presentation file here.

8-



11. Press this button to broadcast live to the time of the program.

9-

10- After the live broadcast is over, it is enough to end the live broadcast and leave the system. Do not forget to end the meeting after the presentations are over.

11- The presentation files 80 mb. It supports .ppt and .pdf formats.



12- If there is a presentation file of more than 80 megabytes, the presentation can be mirrored by screen sharing.

13- Video share tab youtube, dailymotion etc. It allows the sharing of videos included in the infrastructure. The video broadcast can be shared with the audience by directly entering the video URL. Apart from this, to share any video, you can first upload it to a youtube channel and link it from there, or you can open and share your video with screen sharing.

14- You have a 1 hour trial period before the live broadcast. At this point, you can log in to the system at any time before the live broadcast and make the necessary preparations. The only thing to note during the test phase is not to press the start live broadcast button. The live broadcast start button must be clicked at the live broadcast time and the live broadcast must be started.

