



FH KUFSTEIN TIROL

How do online conversations and live conferences work?

You should know in advance

- » For data protection reasons, we would like to point out that we will record the live conferences on a case-by-case basis so that we can make them accessible again at a later stage.
- » If you enter the virtual rooms via the MS Teams desktop, tablet or mobile phone app, the system saves your first and last name and your e-mail address.
 - If you do not want this, the best way to enter the virtual rooms is via the browser and to not enter your real name.

What does my computer need to participate?

- » Internet access
- » **Supported PC operating systems:**
 - **Windows:** Windows 10, Windows 10 on ARM, Windows 8.1, Windows Server 2019, Windows Server 2016
 - **Mac:** One of the three most recent versions of macOS
 - **Linux:** Linux distribution capable of installing DEB or RPM
- » It is possible to participate via the **MS-Teams desktop app or via browser**. The MS-Teams desktop app can be **downloaded for free**.
- » **Supported browsers:** Chrome (in the latest version), Microsoft Edge RS2 and higher
 - Participants must activate third-party cookies in their browser in order to be able to follow the live conference.
- » **Not supported browsers:** Firefox, Safari, Internet Explorer

Can I also participate with my mobile phone or tablet?

- » Yes, you can take part in the live conferences with your mobile phone or tablet via the browser or the MS Teams App with the following operating systems:
 - Support is limited to the **last four** major versions of Android
 - Support is limited to the **two** most recent major versions of iOS

Do I have to log in with my real credentials?

- » If you already work with Microsoft Teams, you can use your own login.
- » If you do not already work with Microsoft Teams or would prefer to take part anonymously, you can sign in via the Web Application of MS Teams. You will be asked to enter a name, but this does not need to be your real name.

Can the organizer and other participants see and hear me?

- » You can decide for yourself whether our employees and the other participants can see and hear you by switching your microphone and camera on and off. However, we ask you to note the following:
 - In order to avoid background noises, we ask you to mute your microphone and only switch it on when you want to speak.
 - In order not to overload the system, we ask that the camera only be switched on when you want to speak (this is not a must - the camera can remain switched off).

Can I ask questions?

Can all conference participants see my questions?

- » Questions can be asked by speaking into the microphone or by typing them into the chat function.
- » The chat window can be opened via the toolbar (speech bubble).
- » Both questions and answers in the chat function can be viewed by all participants in the respective degree program presentation / trial lecture.
- » If you want to ask your questions anonymously, you have to enter the live conference via the browser as a so-called "guest" and not enter your real name.

An error has occurred - what do I do?

- » If you experience any problems during a live conference, please send an email to ITsupport@fh-kufstein.ac.at !
- » Briefly describe the problem you have encountered and please provide us with a telephone number. Our support staff will call you back as soon as possible.