



Webinar System Requirements

In order to view our webinars your computer system must meet the following requirements:

- Computer video with 64MB of memory
- Computer must have a sound card with speakers.
- Computer must be connected to the internet. Dial-up connections are discouraged since the webinar contains video and audio.
- Computer system should have at least 256MB of memory, 512MB is recommended
- Users should use Internet Explorer (IE) to view the webinar. The webinar works best in IE, but can be viewed with Mozilla Firefox. Firefox users should download the Microsoft Office Live Meeting 2007 Client before joining the meeting. When prompted by Firefox to open or save "Launch.rtc", users should choose "Open" with live meeting.

Follow this link <http://office.microsoft.com/en-us/livemeeting/HA102223281033.aspx> to check additional system recommendations. Be sure to view requirements for: **(Windows-based client)**

If you have never attended a Live Meeting session before, Live Meeting prompts you to download and then to install the Live Meeting console. After you install the Live Meeting console, you will be connected to the Live Meeting session. You will be presented with two options for installation.

Be sure to install the Microsoft Office Live Meeting 2007 Client and not the Web Based – Java script application (No audio). You can download the application by clicking the link below and accepting the terms of use, or you will be presented with the download when joining the meeting if you do not have it already installed. Installation can take up to five minutes.

<http://office.microsoft.com/en-us/help/HA101733831033.aspx>

If you have previously attended a Live Meeting session, you may not be prompted to download and to install the Live Meeting console.

You may need to contact your IT department to install the "Microsoft Live Meeting 2007 Client". The software is 16MB and can take up to five minutes to download and install depending on your computer and internet speed.

More technical and general questions regarding Microsoft Live Meeting and 2007 Client can be found at <http://office.microsoft.com/en-s/livemeeting/FX101729061033.aspx>

Please be sure to check your system is working properly, and the Microsoft Client Software has been successfully installed well in advance before the meeting time.

