



videoconferencing



*Why fly when you... can't?*

# Computer Presentations & Videoconferencing

- Tips & Tricks
- Suggestions
- Real World Scenarios
- What to expect
- What to do
- What to ask for



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# Background

- Videoconferencing can be used to transmit the screen of a computer to the other participants in the same videoconference.
- It's useful for normal style presentations, software presentations, images, client sign off and so on.
- It is referred to as a 'PC connection'



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# What can be shown or used?

- PC or Mac's can be used - laptops obviously preferred.
- VGA / desktop monitor style connection is required.
- PowerPoint, Word, Excel, any software can be used.
- The screen from your PC will be shown onscreen at the other location/s.



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# Keep it simple

- Your screen will be shown at 800 x 600.
- Use this display setting when making your presentation.
- Use large, clear fonts as it will be shown on a TV screen, not a computer monitor.
- Avoid loud solid blocks of color, keep it crisp and subtle.



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# What to ask for?

- You will need a 'PC connection' or 'Scan Converter'.
- You will need to ask for this equipment when you book, and there may be an additional cost.
- You should ask for access time prior to the meeting to ensure time to configure the equipment.



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# What might go wrong?

- Keep the content in from the edges, sometimes they get cropped by the TV screen.
- Hit F8 on the keyboard once the equipment is connected. This will tell the computer you have connected a 'second' screen.
- Make sure you have a VGA connection (not RGB).
- Make sure you have the AC power supply & charged batteries.



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# I've still got more questions?

Then ask the experts!

Whygo can help you with every aspect of your video conference needs.

Contact Whygo today on:

Whygo Americas

[bookings@whygo.us](mailto:bookings@whygo.us)

[www.whygo.us](http://www.whygo.us)

+1 (214) 272 2578

Whygo Europe

[bookings@whygo.eu](mailto:bookings@whygo.eu)

[www.whygo.eu](http://www.whygo.eu)

+44 (0) 207 183 0460

Whygo Asia Pacific

[bookings@whygo.asia](mailto:bookings@whygo.asia)

[www.whygo.asia](http://www.whygo.asia)

+61 1300 652 626



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