

BigMarker Presenter Guide

ENTERING YOUR LIVE WEBINAR

As a presenter, you'll be able to enter your webinar 60 minutes before it starts. Use the steps listed below to enter your webinar.

1. *Go to your webinar landing page:* Use the personalized link sent to you via email or log into your BigMarker account to access your webinar landing page.
2. *System requirements:* Hosts should have an internet speed of 10+mbps for both upload and download speeds for an optimal webinar hosting experience. Also, please make sure you are on an updated version of Chrome, Firefox, Safari or Edge. [View the full system requirements here.](#)
3. *Click the **Enter Webinar** button.* You can access your "Enter Webinar" button from your webinar landing page. If you do not see this button or if you see "Server Initializing", please email support@bigmarker.com for assistance.
4. After you enter the webinar you will be asked if you want to use telephone or computer audio, for computer audio see step 5, for telephone audio see step 6
5. Use the toggles to turn on your mic and webcam. Use the drop downs to select your mic and webcam. Your webcam and mic will not publish until you turn them on and click **Continue to Webinar**.
6. Dial the phone number shown on the screen and follow the instructions given over the phone. After you finish click **Continue to Webinar**.

Once you enter your webinar, the webinar is "live". This means that anything that you share (i.e. webcam, mic, presentation slides, videos, etc.) will be visible/audible to your audience (if anyone is in the room). We highly recommend testing your mic/camera/presentation etc. before your audience enters the room.

ADDITIONAL TIPS AND SUGGESTIONS

Before the webinar it is important to [review all of our system requirements](#) to ensure the best possible experience in the BigMarker webinar room.

- **TEST, TEST then TEST again!!!** Make sure you and your other presenters test the system at least a day BEFORE your webinar. [Click here to open a test room](#), or schedule one like you would a regular webinar.
- If you are planning on attending from a school, large corporation, or religious institution, make sure you are not behind a Firewall, or open the necessary ports if you are.
- **Update your Web Browser**, you need the latest version of Chrome, Firefox, Safari, Edge, or Opera.
- **Test your speed:** High-Speed Internet Connection: A consistent high-speed connection with speeds of 5 mbps+ is required(15 mbps is optimum if you will be sharing your screen, video or presentation). [Test your speed](#). If possible, a wired connection is much more stable and will help prevent dropped connections and interference.
- If possible, a **wired connection** is much more stable and will help prevent dropped connections and interference.
- To increase your bandwidth, **close all programs and applications** not being used in your webinar.

If you have any questions, please email support@bigmarker.com