

ICCMSE 2018



PRESENTATION VIA SKYPE GUIDE

Introduction

The specific document aims to guide you through the procedure you need to follow in order to be able to make a presentation at the ICCMSE conference via skype.

Setting up Skype

- To install Skype, you need to [download the latest version](#) from the Skype website.
- [Create a free account](#) for Skype.
- Sign in.

Checking inputs are ok

Please insure that your microphone and camera are set up correctly

- Tools-> Options-> Audio Settings
-> Video Settings

It is recommended to use wired internet connection (Ethernet) for the best possible quality of call.

Pair with the ICCMSE ACCOUNTS

In order to be able to connect with the conference accounts you should add into your contacts the following accounts:

- ICCMSE CONF 1
- ICCMSE CONF 2

You will receive a confirmation message when the pair is CONFIRMED

Project your presentation

In order to project your presentation during the call you should do the following:

1. Start a voice or video call with the ICCMSE CONF accounts.
2. During the call, tap or click the **plus icon** in the call bar, then choose **Share screen**.
3. If you're using more than one screen, select the screen you want to share.
4. Use the **Share your screen** drop-down to choose what to share - either your full screen or a specific window, then choose **Start**.
5. Select **Stop sharing** when you're finished.