



# Are you ready for your QuaQua meeting?

Follow this checklist to get started



## QuaQua essentials\*

- ✓ Only use Google Chrome as browser for QuaQua meetings
- ✓ Use a laptop or desktop pc with i5 Quad processor (or higher)
- ✓ Connect with a fast and stable internet connection
- ✓ Always use a headset (preferably with microphone) & HD webcam

\*you will not be able to enter the meeting without these essentials



[Check here](#) if your computer has the latest version of Chrome



[Click here](#) to check your internet connection\*

\*min 5 Mbs upload speed & 15 Mbs download speed is required

## Before logging in

Disconnect any VPN connections and firewalls,  
Make sure all your devices are plugged in and connected,  
Close all other programs that are not needed during the meeting,  
Working from home? Make sure others don't use too much of your internet connection.

## Camera & Audio set-up

### First time user?

Chrome will ask for permission to use your camera and microphone. **Don't skip this step!**

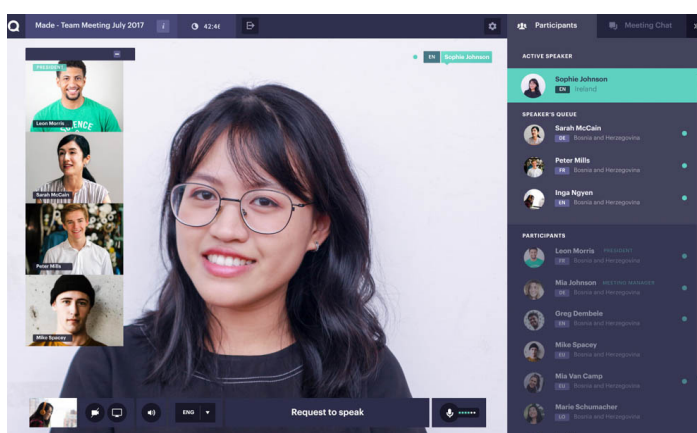
### 5-second test

You can do a **5-second test** when logging in to see if **your camera, microphone & speakers are working well**. The test will record 5 seconds using your selected devices and will show you the result.



Errors during the 5-second test? Select other hardware devices.

## Checked everything?



You're good to go!

**See you on QuaQua!**

[Watch our video tutorials](#)

\*Subtitles available via the CC button



# QuaQua

