

**What you should check beforehand in order to be prepared for your virtual (and in some cases even on-site) participation in your study programme:**

- You should have a stable and ideally fast internet connection
- Try to connect your computer physically to the internet and do not use WIFI whenever possible
- Please keep your computer connected with the power supply, the online-services we use for our lectures, seminars, etc. consume a lot of energy and even if your battery has still some energy, the video and audio quality will suffer significantly and will not last long...
- It is highly advisable to use a headset – at home or on-site in Eberswalde
- If you are participating on-site in Eberswalde, please bring your personal notebook, power supply and headset. Information about WIFI access at the HNEE can be found on our homepage: <https://www.hnee.de/en/Services/IT-Service-Centre/Internet-and-networks/WLAN/WLAN-E7694.htm?cb=1600179685> (changing the password of your HNEE-Account: <https://www.hnee.de/en/Services/IT-Service-Centre/IT-security/Passwords/Change-Password-K354.htm>)
- We will make use of different programmes (BigBlueButton, Zoom, etc.), please make sure that you have an updated version of your Browser (e.g. BigBlueButton will not work with the Internet Explorer, but Firefox or Google Chrome)
- To enhance the use of BigBlueButton, in case you do not know it already, please have a look at the BBB tutorial videos to prepare yourself (<https://bigbluebutton.org/html5/>), similar tutorials are available for all other video conference programmes