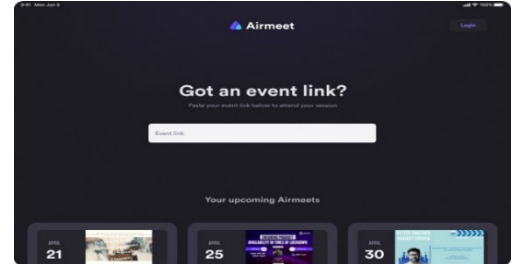# Family Business Council Gulf Summit
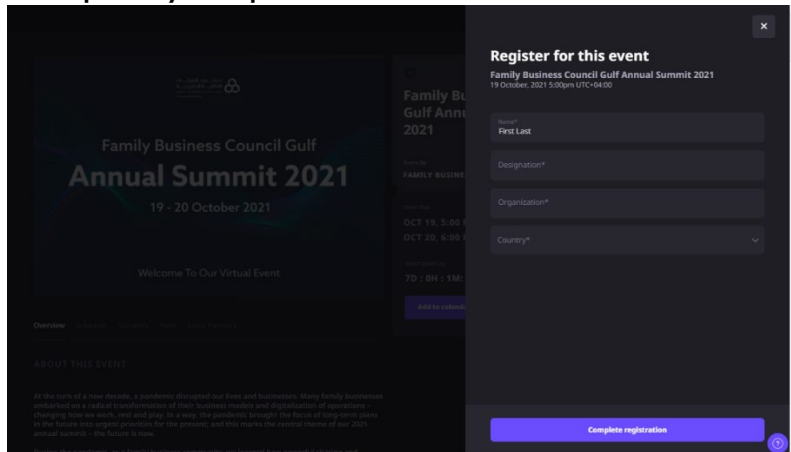## Virtual Tech Guide for Participants

Before Log-in:

1. **Recommended to use a laptop or desktop with Google Chrome as your browser**

2. **If you must use an iPad, download the Airmeet App before the Summit [here](#)**
   (Note: Mobiles - available on Google and Apple App Stores)
   When you open the App, insert your unique Airmeet link as directed and follow same instructions below
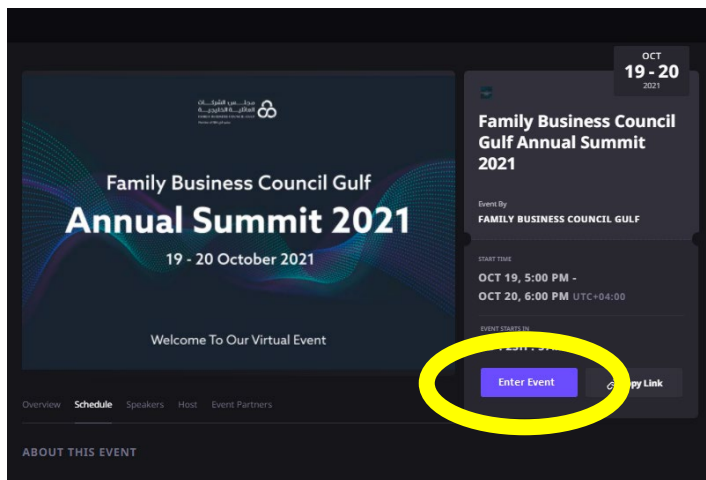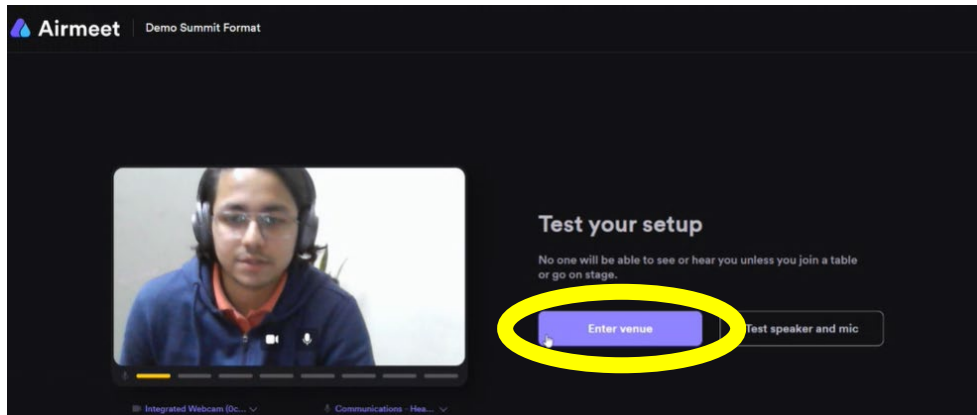

How to log-in?

1. Use the attendee registration link provided by FBCG team and Airmeet.
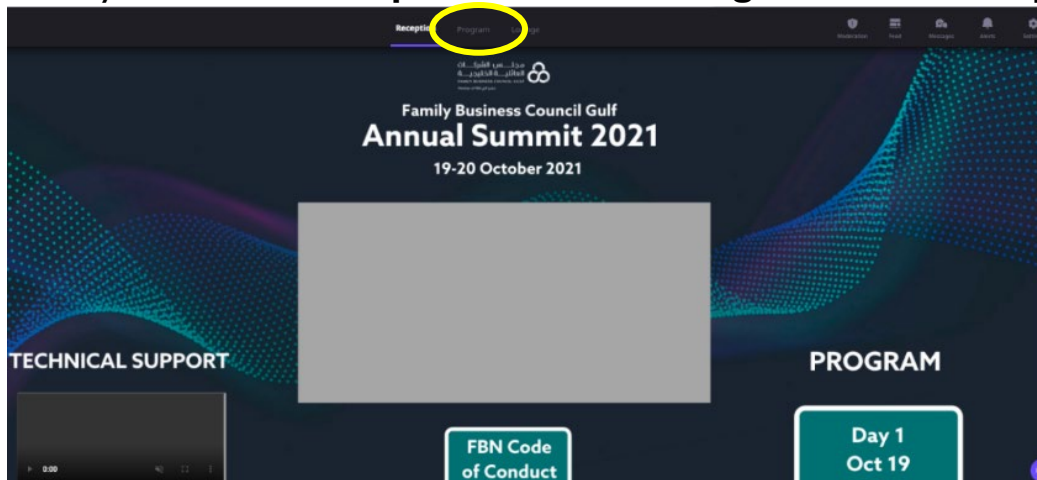
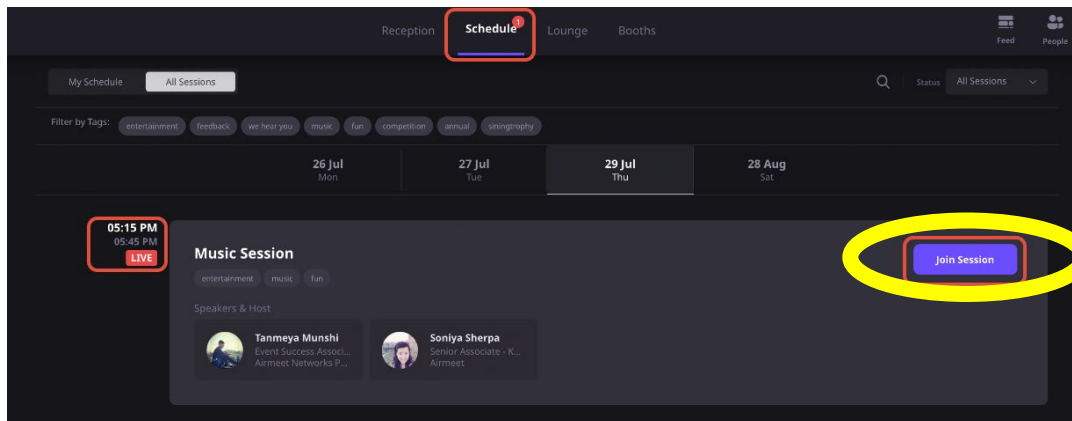2. Complete your profile.

3. Click **"Enter Event"**

4. Enable / test Camera and Mic. **Allow access** to Airmeet when prompted. Afterwards, click **"Enter Venue"**

5. Once you're at the **Reception** area, click "**Program**" from the top

5. Scroll through the sessions available. Once a session is live, you will be able to click **"Join Session"**

Interactions during a live session:

1. Ask a question using the Q&A tab

2. The host can invite an attendee to the stage as a speaker or commentator

3. Participate in "Polls" conducted by the host

During the summit you can:

1. Interact with your peers and post comments, suggestions, learnings, or reflections on the **"Event Feed"**

2. The **"Lounge"** is available for networking with other participants, join a table and chat, or do a video call

3. **View profiles**: Click on the display picture of any participant to view their participant profiles

4. **"Chat / Messaging":** All the participants can have a private chat with other participants. Any participant can choose to "Accept" or "Decline" the request for a private chat. Please note that the FBN Code of Conduct is strictly observed.

FAQs

1. Who is the technical emergency contact?
   Bjorn Carreon **bjorn.carreon@fbc-gulf.org** or **+971 50 6497261**

2. What if I dial-out during session or get disconnected?
   In case you are disconnected, please refresh your browser, or use your unique link to go back to the session, please make sure to have a stable internet connection

3. I cannot see the menu, hosts or the event page?
   If you have difficulty seeing the speaker or the host feed, please refresh the page or restart your browser.