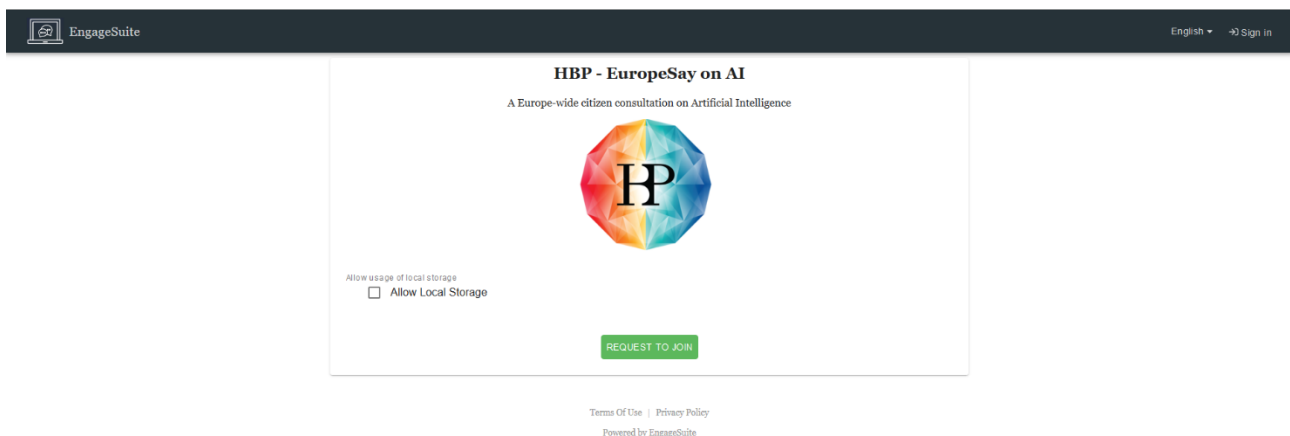# EuropeSay on AI

EngageSuite guide for hosts

EngageSuite guide for hosts:

Access, manage and start your event:

For you and your participants it is very easy to access your event. Simply go to the link that your local EuropeSay partner has provided you.

You will land on this page:

Here you will be asked to allow local storage, which is a token, similar to a cookie. It makes sure that you can pick up where you left, if you lose the internet connection, if you accidentally close the browser or window or your computer restarts.

This page will also state what data will be collected about you. Do note that once you press complete at the end of the meeting, the data will be anonymized.

Once you have accepted local storage and pressed request to join, you will land on the first page of the consultation, and you are ready to start your meeting.

Technical requirements for hosts

The hosts will need a computer with an internet connection, that is fast enough that it can run youtube videos, and loudspeakers so the participants can hear the audio from the videos.

If participants do not have wireless connections on their devices, the host should have wifi available for them.

Technical requirements for participants

Each participant will need a device which can access the internet, either through 3G/4G or wifi.

This device can either be a smartphone, a tablet or a laptop computer.

All participants need to have internet access simultaneously.

IMPORTANT! If you want to host more events or a friend of yours would like to host a meeting, please contact your local EuropeSay partner (see below for contact information). Do not reuse the same link.

If you have any issues getting started with your event, please contact your local EuropeSay partner, [NAME, ORGANIZATION] at [phone and/or email].