



# Before your event

## Questions for the venue

Answers to the following questions help integration technicians understand the environment and plan for success!

- Do you have a network manager (IT)?
- Do you have access to fast internet/what type of internet do you have (Bandwidth)?
- Do you have internet limitations for guests? (Splash page, pay as you go, username/password)
- Does your venue have good Wi-Fi coverage; does it use soft-handoff and/or roaming access points?
- Do you have access to the technical room to integrate the DVOX solution?
- Are you able to install a hard-line network connexion and XLR cables to the DVOX solution?
- Can the DVOX solution be whitelisted on the configured network?

## Questions for the event manager

Answers to the following questions ensure the proper setup of the event visuals and promote correct usage of the DVOX solution during your event!

- What are the dates/times/names of your different events?
- Do you have access to a printer for the QR code printouts?
- Are you able to add connexion information and examples for guests to connect?
- Can you encourage guests to bring their own headphones? Can you provide guests with headphones?
- Can you provide a logo, banner, official colors, and other kinds of visuals for the event branding?
- Do you plan to have a sound technician on-site?
- Do you have the necessary equipment to send audio information (XLR cable) to the DVOX solution?
- Do you have a projected number of users for the DVOX solution?
- Do you require post-event usage information of the DVOX solution?
- How many stream groups and streams does the event require?