

# Conference Connection Options

This quick reference tool provides the information you need to choose the best conference connection option for remote participants in a SMART Bridgit™ conferencing software meeting.

## Choosing a conference connection type for remote participants

Keep in mind that each participant can connect in different ways, depending on their system resources.

1. Ask each remote participant if they have the two requirements to use SMART Bridgit software's VoIP capabilities:

- Internet connection
- Computer microphone and speakers (or headset)

**NOTE:** If remote participants have webcams, they can also share video in real time.

2. Reference figures 1 and 2 when booking a meeting and inviting participants.

**NOTE:** If remote participants have never joined a SMART Bridgit meeting before, it's a good idea to let them know how to connect and turn VoIP audio sharing on or off.

Figure 1: Conference connection types

Type	Participant system resources	Conference connection type	Explanation
1	<ul style="list-style-type: none"> <li>• Internet connection</li> <li>• A computer microphone and speakers (or a headset)</li> </ul>	SMART Bridgit software	The participant can talk, listen and share screens using SMART Bridgit software.
2	<ul style="list-style-type: none"> <li>• Internet connection</li> <li>• Phone line</li> </ul>	SMART Bridgit software and phone conferencing	The participant uses both connection types. They can share screens using SMART Bridgit software, and talk and listen using phone conferencing.
3	<ul style="list-style-type: none"> <li>• Phone line</li> </ul>	Phone conferencing	The participant can only talk and listen using phone conferencing.

Figure 2: Choosing a conference connection type

