FUQUA ALUMNI CAREER WEBINAR SESSIONS

CENTRA TECHNOLOGY

Frequently Asked Questions

1. How do I find the link and log-in to the online session?

We will send the appropriate web link for the session _ days prior to the event date.

All you need to do to log-in is click the link provided, then enter the brief registration information requested, including the ‘Display Name.’ The display name is your tag that the presenter(s) and others attending the session will see that identifies you. It is common for people to just list their first name.

Once you register, it will take a few minutes for the Centra session to load. You may not be able to access the session until 5 minutes prior to scheduled start time.

2. What equipment and/or technology are necessary?

To successfully attend the session you will need a reliable computer (desktop or laptop) with a high speed internet connection. While wireless connections usually work fine we have found that they can be unreliable and often produce a choppy connection to the session.

In order to hear the presenter(s), you will want to make sure you have your speakers turned up to an appropriate volume for your preference (or plug-in external speakers if your computer does not have them built into the unit).

You will also need to have a microphone activated to interact as an audience member if you are attending the session live.

3. If I am attending a live session, how do I ask questions?

Depending upon the presenter’s preference, you may have the opportunity to ask verbal or text questions throughout the session or just at the end. The presenter should let you know in the beginning how they will address inquiries.

Once the presenter has opened the access for questions, you can either click the hand icon to raise your hand and the presenter will call on participants in the order questions are received. Another option is to open the text chat box and type your questions to the presenter(s).

4. If I'm not able to participate in the session can I listen online at another time?

Yes. After completion of the live recording, the session will be available for playback on our alumni careers page under Career Workshops (http://www.fuqua.duke.edu/alumni/careers/).