

WiFi Optimisation

Checklist for Event Managers

PRE-EVENT PLANNING:

- Determine the number of attendees and their WiFi needs.
- Assess the venue's WiFi capabilities and limitations.
- Coordinate with the venue's IT team for WiFi infrastructure details.
- Identify potential WiFi dead zones or areas with weak signal.

NETWORK SETUP:

- Ensure sufficient bandwidth for all attendees.
- Set up multiple access points strategically for good coverage.
- Configure access points to minimise interference and keep connections secure.
- Create separate networks for traders, delegates, and staff to avoid congestion and give segregated control.

SIGNAL STRENGTH OPTIMISATION:

- Conduct a site survey to identify weak signal areas.
- Use additional wireless access points to extend coverage in problem spots.
- Position access points optimally for maximum signal propagation.
- Remove physical obstructions that block WiFi signals.

BANDWIDTH MANAGEMENT:

- Prioritise important event applications to avoid slowdowns.
- Implement settings to allocate bandwidth fairly.
- Monitor network traffic to address any bottlenecks.

WIFI OPTIMISATION FOR TRADERS:

- Ensure low latency and high bandwidth for traders' real-time needs.
- Set up dedicated access points in trading areas for reliable connections.
- Keep traders' data secure with encryption.

DELEGATE WIFI:

- Allocate sufficient bandwidth for delegates' connectivity needs.
- Set up access points strategically in delegate areas for good signal coverage.
- Keep delegate WiFi separate to avoid congestion.
- Think about using QR codes to allow delegates to quickly join the network.
- Create a 'Splash Page' for enhanced user experience and branding opportunities.

TECHNICAL SUPPORT:

- Have a dedicated team ready to provide on-site technical support.
- Make their contact information easily accessible for attendees.
- Conduct regular network health checks during the event.

POST-EVENT EVALUATION:

- Gather feedback from attendees to improve the WiFi experience.
- Analyse network performance data for future enhancements.
- Document lessons learned for future events.

Need Expert Help?

Contact the Fli-Fi team for customised solutions that guarantee reliable high-speed internet connectivity and improve your office experience today.