Registration Hall Preparation

Overview

Involved Parties

Company	Remarks
Questwork	setup Wi-Fi for registration hall
Venue	provide network infrastructure, VLAN, onsite maintenance & troubleshooting
PCO	provide booth/ registration counter setup, power supply, queue management
Local IT	provide switch & cabling

Logistics

Item	Responsible	Remarks
VLAN	Venue	
Gigabit Ethernet Switch	Local IT	
Cat5E cabling	Local IT	
Technician	Local IT	work in speaker ready room & session rooms
Helper	PCO	work in registration hall, speaker ready room & session rooms

VLAN

The setup of the VLANs should be

VLAN	IP address	Subnet mask	Gateway	DNS
A	192.168.88.x	255.255.255.0	192.168.88.252	8.8.8.8
B	192.168.99.x	255.255.255.0	192.168.99.252	8.8.8.8

Internet Access

- All devices on the VLANs must be able to access internet.
- Dedicated bandwidth is required.

Switch & Cabling

- All network switch and cabling must be Gigabit ethernet.

Wifi

- A private Wi-Fi will be setup on VLAN A for the mobile app used in registration hall.

- A public Wi-Fi could be provided to participants for general internet access.

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