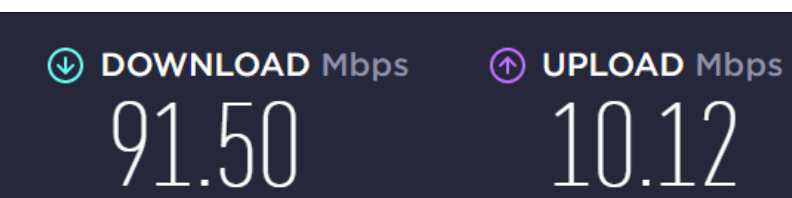


Webinar Participation Guide

Connectivity is key (sort this out ASAP):



- www.speedtest.net
- Need at least 3 Mbps upload
- Wired Ethernet preferred over Wi-fi

GEAR and clothing (buy with enough time to test)

Webcam/camera

GOOD

BETTER

BEST



Don't use webcam in notebook



Standalone Webcam



Camcorder
May need capture device



DSLR

Microphone

GOOD

BETTER

BEST



Don't use mic notebook



Webcam mic



Bluetooth



USB Desktop

Booster light for face and to even lighting

GOOD

BETTER

BETTER

BEST



Clamp light



Webcam with light

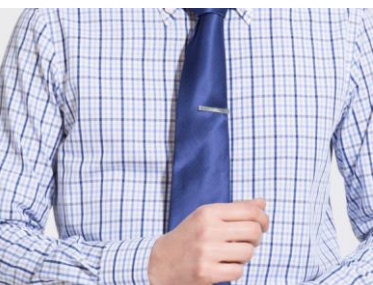


Light on stand



Softbox

Clothing: simple and neutral color



Too busy



Too bright



Too dark



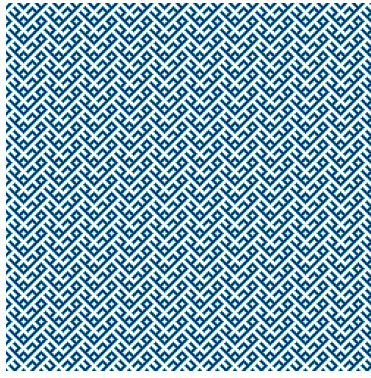
Just right

On Game Day

Background and Environment



No backlight



No fine detail



Nothing moving

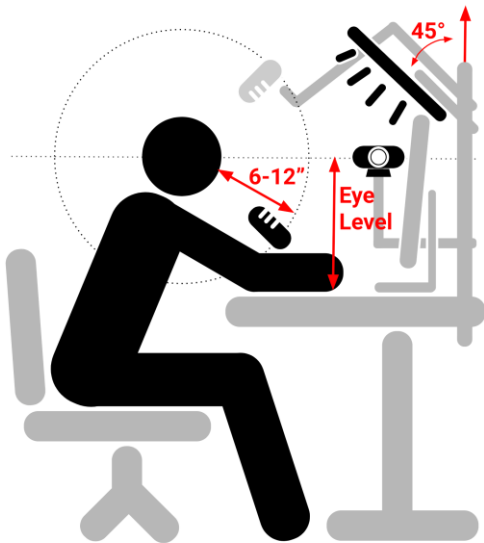


Simple is better

- Remember to BE QUIET:
 - Mute phones
 - Shut off noisy equipment
 - Place "Do not disturb" sign on door
 - Mute mic when not talking



Setting up your gear



http://bit.ly/webcam_setup



Microphone

Position 6 -12" from the speaker's mouth.



Webcam

Position at the speaker's eye level.



Key Light

Place in front and slightly above speaker's head at 45° angle.



Looking good on camera: mind the rule of thirds

Don't cut off top of head

Eyes 1/3 from the top

Horizontally centered in the frame

Frame from armpits to above head

