

How to be camera ready

Virtual Meetings

The Do's and Don'ts

- Do:
 - Dress appropriately
 - Use a light source for fill
 - Look into the lens for better “eye contact”
 - Keep things neutral
- Don't:
 - Move about the cabin
 - Rest face on your hands-seems disinterested
 - Use virtual background if it's hiding your face/body

Equipment & Placement

- If you have an older model laptop, you can replace your camera and audio with a separate HD camera or microphone.
 - These are often hard to find, but worth the quality.
- Camera
 - Place lens slightly above your nose to avoid an unflattering angle.
 - You can use a stack of books to rise your laptop so it's meet at the right spot.