Below are some of the best practices to ensure remote presentations are successful:

**Camera**
- Look into your camera whenever possible
- Position your notes and screen directly below the camera for the most natural transition between looking into the camera and referring to your talking points

**Audio**
- Your microphone should be placed as close to your face as possible
- Mute all other devices
- Find a private space to limit background noise as much as possible
- If you are not using a microphone external to your device, consider using a headset with a microphone to improve speech intelligibility

**Backdrop**
- Choose a location where you can control lighting, ambient sounds and limit interruptions
- Ask others to avoid walking through your space when recording or presenting
- Clean, neutral backgrounds are best
- Avoid dark rooms, low ceilings, and bright lights or windows

**Connectivity**
- Test your connectivity and internet speed using a site like speedof.me
- Check your internet speed multiple times during the same day of the week and time you will present live
- Limit internet usage from others in your household while you are presenting
- Wired internet connection is preferred whenever possible

**Practice makes perfect!**
- Practicing on the platform you are going to use for your recording or live presentation builds comfortability with the home setup and ensures ideal connectivity
- Make sure you take enough time to setup, test and become comfortable with all equipment you will be using for your presentation