

Tips for presenting on Zoom

Prior to your talk:

1. **Clean up your environment** or create a [Virtual Zoom background](#)
2. **Check your lighting** (lighting from the front is best) ([Clip on Lighting](#))
3. **Check your sound and audio** at least **15-30minutes** prior
4. **Look straight at the camera**, as if you were having dinner from someone.



During your talk:

1. **Everyone needs to be on video.** Listeners should not just call in using audio-only, where they are likely working on something else.
2. **Your face needs to be visible.** People need to see you and ideally you can see your audience too. If you can do this, you can really connect with your audience, and see how they are reacting to you.
3. **Don't read your slides** as everyone can see them as well.
4. **Give your audience** a small **task** or ask them **question?**
5. **Pause to ask for questions**
6. Audience will **raise their hand** or use a **Hand emoji** 🙋 to ask questions

Sharing your screen with the class (so you can see everyone while presenting):

Zoom > Settings > Share screen > Side-by-side mode (click box)

How to share your screen:

Zoom > Share Screen > Share slides > Present