

VIRTUAL PRESENTATION SKILLS

Practical Tips: Everything tells a story...

What story are you telling?

What story do you want to tell?

1

Lighting

Never underestimate the power of good lighting.

Test your light and see how it looks. If you are backlit from a window reposition so your face is not darkened. Consider a ring-light or placing a lamp pointing towards your face.

2

Sound

Your cat really wants to ruin this for you.

Consider all the ways sound could be an issue and be sure to remedy as much as you can. Record yourself and test your quality especially if you will be moving a bit during your presentation.

3

Your appearance

Don't let YOU be a distraction from your message.

How we look virtually is not the same as in person. If you are wearing prints or strips or polka dots it can look very distracting to your audience and even nauseating! Solid colors are best but consider how you look against your background too. If you are wearing beige and your background is a beige wall, you are going to disappear into a beige void! If you wear glasses remember that they may reflect what is on your screen.

4

Set your stage!

Don't let your environment distract from your presentation.

Consider everything your audience will be viewing as your set. Visual clutter can take away from your message. Virtual backgrounds can also be distracting. Consider a curtain as an easy solution for hiding clutter.



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