



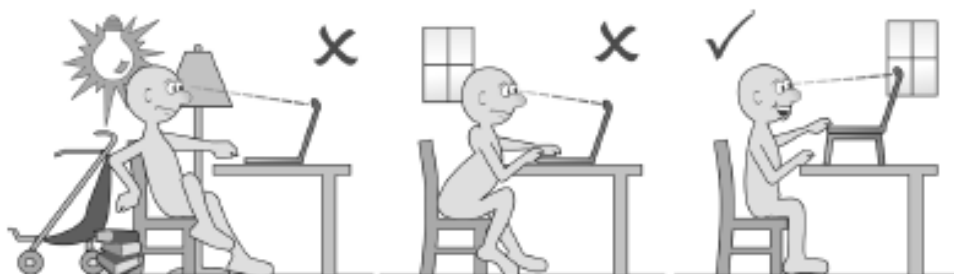
Confident DIY – Webcam + VC Set-up

Set-up for standing or sitting down at a desk or table for webinars, virtual meetings, live streams and recordings is mentioned in a couple of places in *Confidence on Camera* the book (ref. p 205 / 221-223). Whether you must use your laptop or a camera separate from your laptop, the key 7 tips for webcam and video conference set up are:

Webcam + VC Set-up – for office or home studio...

1. Raise your laptop so the camera is eye-level or higher:
 - ▶ If using the built in machine camera – place the laptop on books, a box or riser – no one can see this is what you are doing!
2. Use a tripod for a USB webcam, smartphone or tablet:
 - ▶ set it up so you look up to the camera as above
 - ▶ if standing – balance on a shelf
3. Stand or sit – which ever will give you the most energy / appropriate style for the whole video session:
 - ▶ check how far you can move in shot – set a mid- or chest shot up – focus on eyes being top 1/3rd
 - ▶ if standing – remember your OBE, but also your asymmetry – avoid all straight on block to camera
 - ▶ if sitting - sit up straight and never slouch! Ground your feet, rest arms on the desk – remove anything that can clack or clang on the desk
4. Dress yourself AND the background appropriately:
 - ▶ use a backdrop sheet if you like, but know you need proper lighting for this – you can use pro lights or builder lights with softening diffuser umbrellas or filters to soften the stark light on your face (see equipment lists + book ref p 209)
 - ▶ check your backdrop on screen – ensure nothing weird is sticking out of your head
 - ▶ TIDY UP you and behind you – or perception can be *you're* a mess!
5. Test your lighting: (book ref p 222)
 - ▶ face the window if possible, never have it behind you.
 - ▶ window light on one side will do, but you then need a lamp or light on your face to balance it
6. Always test the image to check how it looks:
 - ▶ record a mini-clip test with a phone - move around in a circle for best light/backdrop and...
7. ALWAYS do a sound test for sound quality – this must be clear and easily heard:
 - ▶ set the volume to avoid reverberating speakers
 - ▶ still project your voice even with a mic
 - ▶ avoid echoey, tinny sound by using a pro desk mic or lapel mic – recording in a low ceiling room, or smaller space, will help this (see mics on book page 207-208).

STOP LOOKING DOWN AT YOUR LAPTOP CAMERA – it looks terrible!





MY NOTES...

A large, empty rectangular box with a brown border, intended for writing notes.