Here are some tips for better zoom experience

- 1. Choose a quiet, well lit area if you are a participant in the meeting.
- 2. Situate yourself in a brightly lit space. Position yourself so that there are no bright light sources directly behind you. If you don't have any special lighting equipment, here's a trick: If possible face a north or south facing window, which will provide a natural soft light, without direct sun ever getting in your eyes. (Also, you can use a west-facing window in the morning, or an east-facing window in the afternoons.)
- 3. Raise your laptop or mobile device so that the camera is level with your eyes. You can use books or a tripod, but avoid holding it in your hands which can be shaky and distracting.
- 4. If possible use headphones or earphones to improve audio.
- 5. If using the built-in mic on your computer or phone, position yourself close enough to it.
- 6. Eliminate objects that are directly behind you.
- 7. Hard-wired internet connection is usually the best. If WiFi is the only option, it's a good idea to turn off all other wireless devices that are not being used, to help preserve internet bandwidth.
- 8. In your settings, under video, select "Enable HD Video"
- 9. As the host, "allow users to select original sound during a meeting" (This can be found in your in-meeting advanced settings).
- 10. As a participant, check "show in-meeting option to enable original sound from microphone" (found in advance audio settings)
- 11. When using a mobile device, turn it to landscape mode (horizontal or wide screen) so that it fills up the video grid.
- 12. Mute you audio, if you are not presenting.