# NRPA Speaker Best Practices:
# Virtual Live Event / Webinar Do's and Don'ts

## For Audio

- **DON'T** use speakerphone. This will ensure no background noise is picked up. Use the phone's handset or a headset.
- **DO** keep a glass of water handy.
- **DO** turn off your computer audio. This prevents feedback or an echo.

## For Video

- **DO** sit in front of a neutral background with no distracting images, designs, or decorations.
- **DON'T** sit with a window or light source behind you. It will cast you in shadows.
- **DO** have plentiful lighting aimed at yourself. When in doubt, use that extra lamp!

## For Presentation Quality

- **DO** make sure you have a stable and secure internet connection.
- **DO** test your browser before the presentation begins by using this link:
  https://eventcenter.commpartners.com/se/Meetings/BrowserTest_New.aspx
- **DO** have a question or two prepared to ask the audience as a prompt. Some audiences can be quiet at the beginning, so if a Q&A is planned, you may need to get the ball rolling.

**Reminder: Fully Charge any and all devices that you will be using during the webinar!**