Teaching Mode: Conferencing - Video Best Practices

- **IMPORTANT!** Only ONE software-based conferencing application (such as Skype) can be used at a time. You **MUST** use the desktop provided at the lectern.

- Think about what should be the main focus for the room and adjust the camera to pan/tilt/zoom.
- Use the appropriate camera depending on the view you want to achieve (Presenter or Audience camera).
- When taking notes during conferencing, pan/tilt/zoom to a whiteboard or move a mobile whiteboard to an appropriate viewing location.

**NOTE:** Software-based conferencing applications (not limited to but including Google Hangout, Skype, etc.) are NOT supported by Computing Services; refer to the software’s help documentation for instructions.