



Live Streaming Checklist

- Wired Internet (minimum 20mbps UP)
- Turn gear on & test 1 hour before show.
- Check Batteries. Clicker, Microphones
- Double Check PPT, Graphics, & Videos
- Check Audio local & Platform (Zoom, etc)
- Do Platform Test 1 hour before show.
- Do full run-through of Scenes & PPT
- Check room setup & background
- Dress appropriately & don't clash w/bkgd
- Mute phone & turn-off notifications
- Close ALL programs you're not using
- Clean up your desktop so nothing shows
- Restart internet, computer & gear pre-show