

TOASTMASTERS
INTERNATIONAL[®]

District 64 to International Stage

Zoom Tech Contestant Review

Today's review/discussion

1. **Speaking area** – 3 to 6 feet from camera
2. **Camera** – eyelevel, no auto-frame feature
3. **Lighting** – bright and enhances appearance
4. **Appearance** – attire, jewelry, etc.
5. **Sound** – we want to confirm all works well.
6. **Control mic & video** – explain process at District Contests
7. **Timing Signals** – double check no issues.

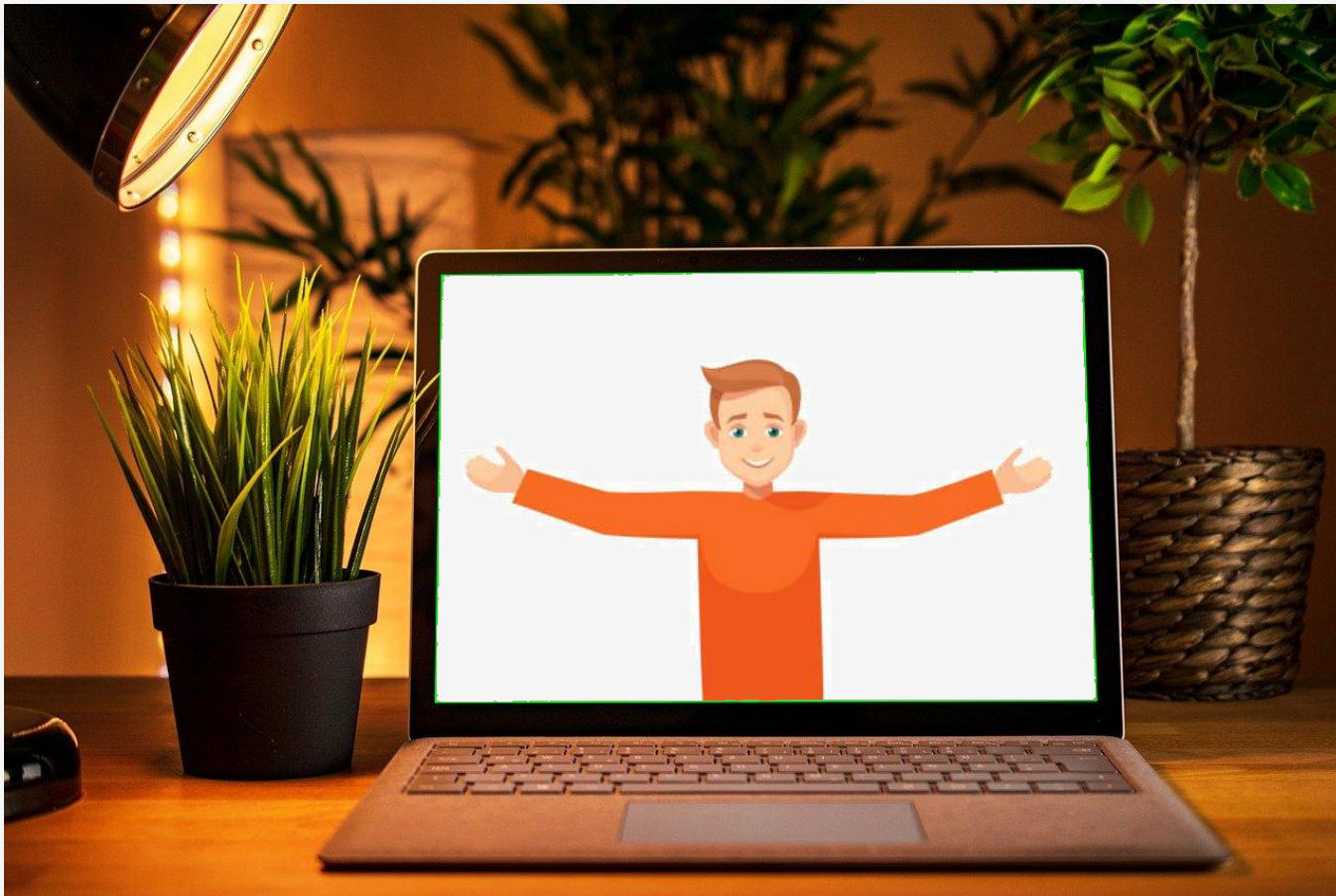
This is **not** the Contestant Briefing. This is simply technical support prior to the actual contest to ensure we are world class.

Speaking Area – sample from 2020



Speaking Area

The ability to be seen from the belly button up and arms can gesture.



Speaking Area

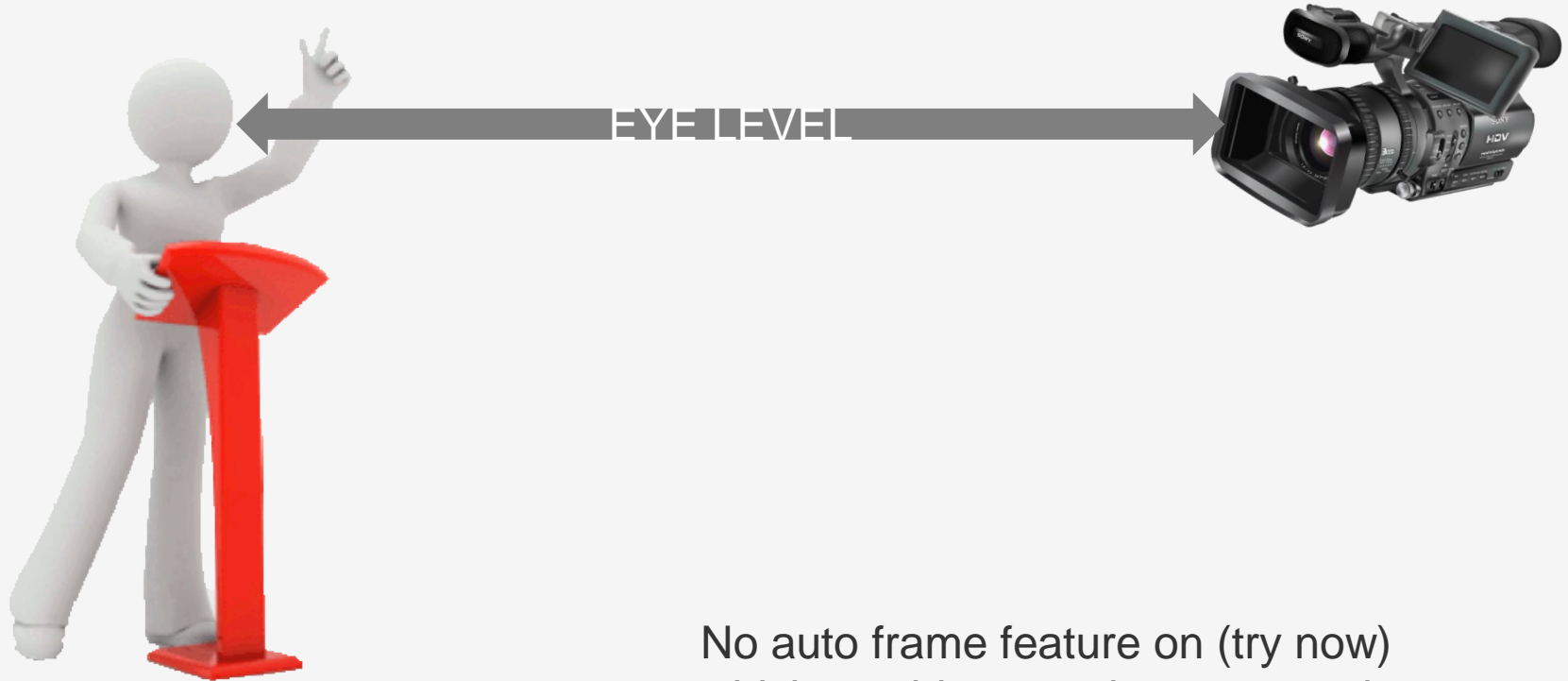
1. You are limited to least common limitation (usually distance).
2. You should mark front, side, back distances to know your limits.
 - This could change when Contest Chair sets speaking area with all contestants present at briefing. Be ready to adjust.
3. You can present from the back, front or sides – just stay visible on screen.
4. You can present standing or sitting (however look at past contests).

[Link to last year's competition at World Headquarters](#)

(or just google “World Champion of Public Speaking 2020”)

Camera

At eye level. Whatever it takes to make that happen.



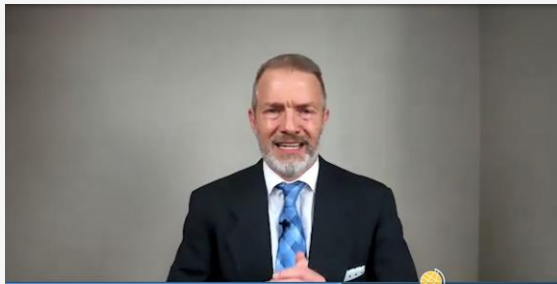
No auto frame feature on (try now)
which would move picture around.

Lighting

1. Very important as TI needs to **see facial expressions**.
2. No bright lights facing into camera.
3. Three point lighting, or at least light from behind camera or overhead.



Appearance



Avoid busy patterns, distracting jewelry, or hats, or colors that may wash you out or blend you into the background.



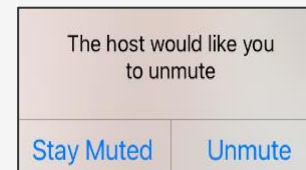
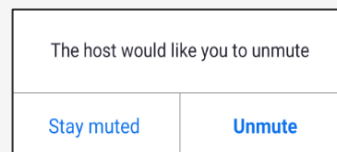
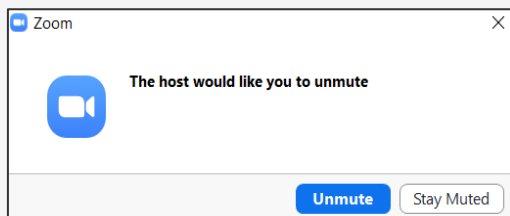
Sound

1. Checking it all works OK.
2. Important you can be heard well.



Controlling Mic and Video

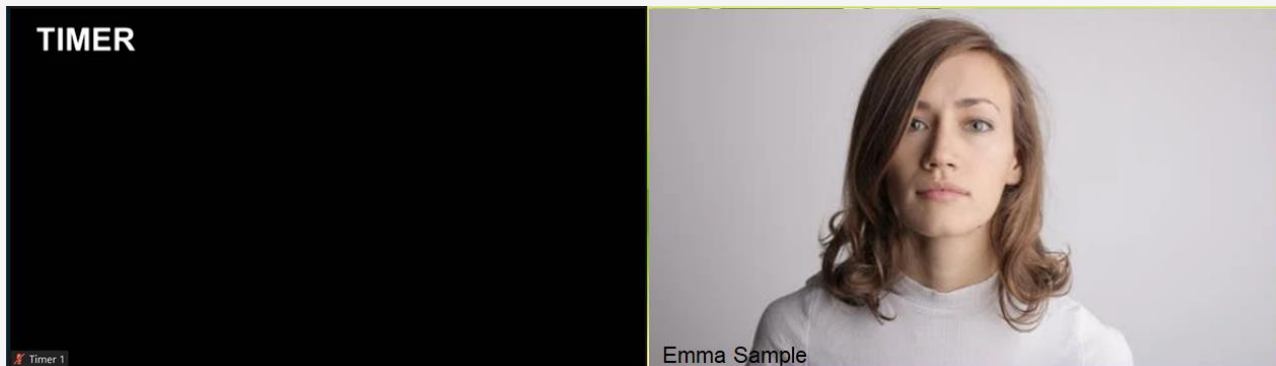
1. Zoom Tech will be controlling Mic during contest (we are doing this to ensure uninterrupted recording).
2. Everyone will be muted, you will be “ASKED TO UNMUTE” by Zoom Tech – looks like below.
3. Don’t panic, Contest Chair asks if you are ready, you respond verbally. If Zoom Tech slipped that will alert them.
4. Mic only as you control your own video.



Timing Signals

1. Has it worked well? What has been your experience?
2. Could “pin” Timer or only display those with video on.

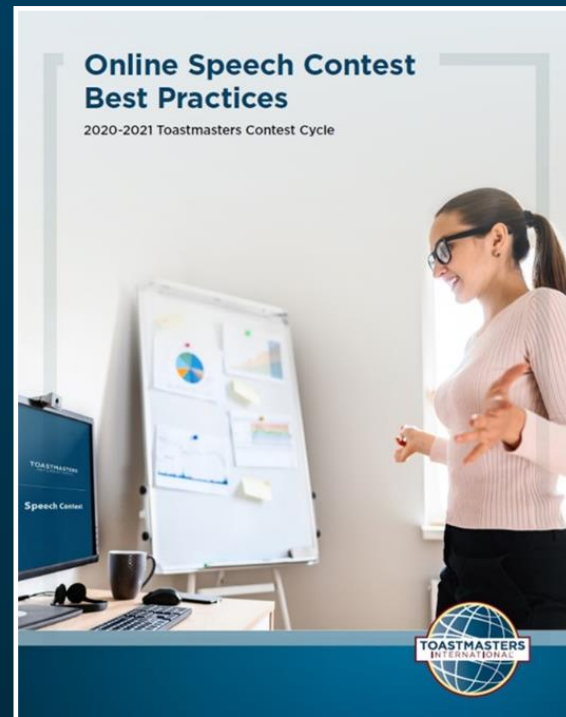
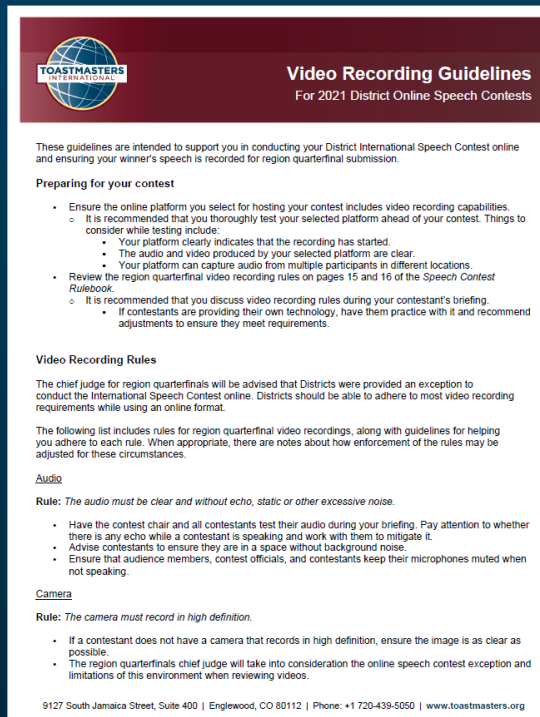
With “Hide non-video participants”
check marked this is what the contestant will see.



Provide contestant with pdf “Contestant Self-Check List”

Mention the two resources at bottom of page:

- Video Recording Guidelines for District Online Speech Contests
- Online Speech Contest Best Practices Item # 479



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