



Zoom Tips & Tricks

For District 19

General Recommendations:

1. Have at least one camera that can show the speaker clearly.
2. Have at least one microphone that can pick up the speaker clearly.
3. Have a projector/monitor that shows members who are participating virtually.

The technology of #1-2 can be done with a phone or computer; however, there are many options based on budget of club.

The technology of #3 would likely require something more than a phone or computer.

The camera can be whatever the club has on hand. Phones, tablets, and laptops all tend to have some sort of webcam. A phone tripod has been used, as well. These can be found online at Amazon; photographers generally use these.

For headphones, Galaxy Buds and the Level U Pro around-the-neck headset both work well with computer and phone. (Microsoft Surface Book and Samsung Galaxy S10+). Any sort of wired headphones with an in-line microphone would work well too. Skull Candy is a decent brand that is relatively cheap. As for a standing microphone, a FiFine K670 has been used for podcasts and it produces good results. It has a USB type A connection making it easy to use with laptops.

The purchase of a projector for a club is not recommended. Just use laptops or computer monitors. (Even phones work out.)

All in all, clubs need to be flexible with the resources they have available to them. Having a technology “expert” within the club itself able to assist the club with their needs would be good. All technology can work toward helping us to achieve our goals.

(Matthew R Yeates – Uiowa Healthcare Speaks)

A simple Logitech camera with mic that plugs into a USB port can be used for a meeting, too. They generally run under \$50.00. There are a LOT of options with a wide range of prices, but this simple version has worked quite well for many. It is small and easy to adjust by hand if you are having a hybrid of Face-to-Face and Zoom in your meeting; simple to point in the direction of anyone who is speaking so you don't have to move your laptop around.



You can also use a smartphone as your wandering microphone (with or without video) in your Face-to-Face / Zoom meeting. That works exceptionally well.

Revised 6/24/2020 AB-QCATC