



Secrets to Ace a Video Call

With social distancing becoming the norm, it is video calls to the rescue. Though seemingly simple, these calls demand a certain code of conduct. For starters, make sure your Internet connectivity is stable. Figure out the mute button – to use especially if you tend to fidget or if someone unexpectedly walks into the room – so others are not disturbed.

Here are some other pointers:



Test video and audio quality beforehand



Remove background noise/sounds



Ensure correct room lighting



Have a work-suitable background;
or use app filters



Switch on the mode to view all
participants together



Look into the camera when talking
instead of looking at your own picture



Do not select 'share your desktop';
keep documents to be shared ready

Most important, eliminate possible distractions and focus on the conversations. Remember, everyone's watching your every single move!