

Tips for Teams Video Conferencing

With the new focus on effective remote work workspaces it is critical that we be able to effectively video conference during and after the current pandemic. Raj was so impressed by my video conferencing set up that he assigned me the task of writing this document.

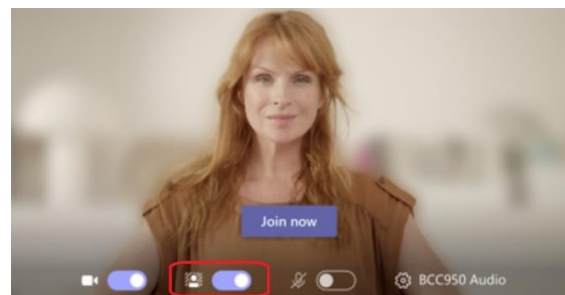
Lighting

Web camera are notoriously bad, especially in poor lighting. For the best picture, use multiple lighting sources from multiple angles. This will hide that shadows that would make you look tired. So, always avoid a single overhead light and try to have at least two soft light sources at opposing angles. Check your settings in Teams, under “Devices” to see how your camera looks before your meeting.

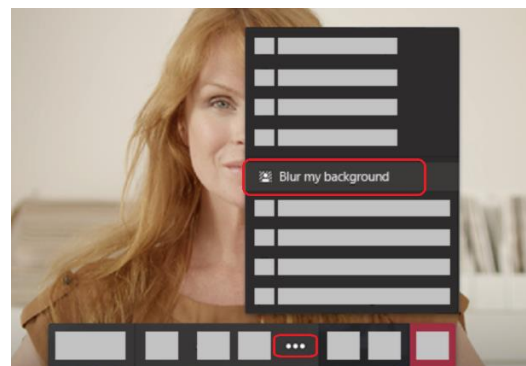
Background Image

Be sure that there is not too much clutter or anything embarrassing behind you. You can blur the background in Microsoft Teams if your camera supports it.

To blur you background when you are joining a meeting, first enable your camera, then move the Blur slider found to the right of the Video Slider.



To turn on background blur *during* a meeting, click ... then “Blur my background.”



Sound Quality

A good headset should best, but more practical is a noise canceling personal conference call speakerphone or “Puck” like the Jabra Speak 410, 510, or 710. The “MS” versions are configured to be compatible with Teams and Skype.

Chose a quite spot and make sure no one is using all you Internet bandwidth during you Teams meeting.

Video Conferencing Etiquette

1. Be on time.
2. Mute yourself when not speaking.
3. Ensure your computer, camera, and microphone works correctly
4. Use technology to fully engage remote participants.
5. Choose the proper software and hardware.
6. Wear work-appropriate clothing.
7. Frame the camera correctly.
8. Have the right light.
9. Look into the camera.
10. Pay attention.

Bonus Tip – Use your Android device as a Webcam

The Covid19 pandemic had made it very difficult to get a decent webcam right now. You may have an old phone lying around that can be converted to a decent webcam for Team Video conferencing. I have used this application to set up an ad hoc video conferencing setup while I wait 3 weeks for my “Windows Hello” compatible awesome one to arrive.

DroidCam

I used DroidCam with an old Google Pixel XL and was able to get a decent Teams Video Conferencing set up. I am just using the free version and found that it was good enough for a Teams call if you have good lighting. I found the free version to work just fine for this purpose, but there is a paid version that allows you to rotate the screen and adjust the brightness.

DroidCam - <https://play.google.com/store/apps/details?id=com.dev47apps.droidcam&hl=en>

Tutorial - <https://www.digitalcitizen.life/turn-android-smartphone-webcam-windows>

