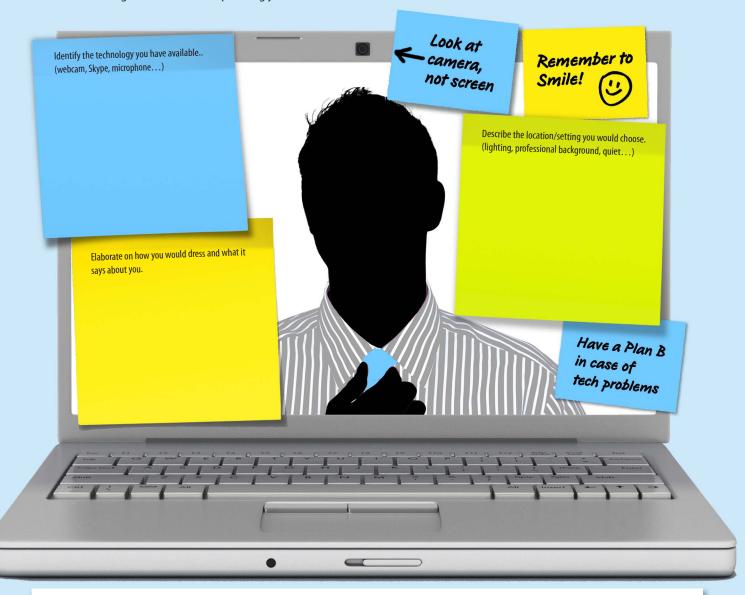
## Tech Talk Basics

Communicating via video is a skill you need in today's workplace. Whether you have a video job interview or need to connect with clients or co-workers via video conference, knowing the basics will help you make a good virtual impression. Here are some things to consider when planning your next video interaction.



Now that you have given some thought to how you would prepare for a video interview, you need to try it out. Enlist the help of someone you trust to practice a video interview with you. Then, ask them to rate you on five essential elements.

<b>Audio Quality</b> — good volume and clarity?	Yes	No	Comments
<b>Lighting</b> — well-lit easy to see you?	Yes	No	Comments
Background — no clutter, professional feel?	Yes	No	Comments
Facial Expression — good eye contact, smiling?	Yes	No	Comments
<b>Professionalism</b> — positive, energetic, clothing choice?	Yes	No	Comments
Based on your practice session, what are 3 things you want to improve?			