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# ONLINE ZOOM CLASS GUIDELINES

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## Setting up your space

- Ensure the area around you is clear and safe with clear floor area, no overhanging lights or sharp edges of furniture.
- Ensure you have light shining on your front, not behind you.
- Ensure what you wear contrasts with your background, including your trainers – check this on the camera also.
- Ventilate your exercise space and have water/towel at hand.

## Checking your Zoom settings before class

- Ensure you are in shot from head (and arms when overhead) to toes.
- Check your Microphone/Speaker settings and the volume
- Enable “Share computer sounds” through the sharescreen function, if you are not using a mixer.

## On commencement of class please verbally state the following

- Ensure the area around you is clear and safe with clear floor area, no overhanging lights, or sharp edges of furniture.
- Wear appropriate clothing for the activity.
- Pin instructor video to screen and ensure your camera is positioned in a place so I, the instructor, can see you during the class.
- All animals or children are outside the exercise area.
- If you are feeling unwell at any time during the class, please stop immediately.
- Ensure your room is well ventilated

## Final checks

- Mute all participants & ask them to spotlight your video
- Do a soundcheck to ensure they can hear both you and the music if you are using it.
- Be you, enjoy what you do and have a great class!