

Technology In Our Lives

Video Calling Etiquette



10 Tips For Successful Video Communication

(NAPSA)—So you've bought a webcam and are ready to join the millions of people already taking advantage of video communications over the Internet. Now you can talk to anyone—anywhere in the world—just as if they were sitting in the same room with you.

While this technology opens up many possibilities for keeping in touch, video communication presents a perplexing new set of etiquette rules that you'll want to know before jumping on your first video call. To avoid embarrassing "captured on video" moments, consider the following 10 etiquette tips for a successful, stress-free experience:

1. Forget what you've been told—looks DO matter. Before joining a video call, comb your hair and make sure your clothes are clean. Some webcams, such as the Logitech QuickCam Pro 9000 webcam, provide such good image quality your friends will know if you haven't washed your hair lately.

2. Put your best face forward. Check for flyaways and spinach in your teeth. Remember, ladies, sloppy makeup is a no-no.

3. Be cautious of body language. Remember, others can see you. So eye-rolling or snickering in response to even the most ridiculous comments won't go unnoticed.

4. No food allowed. No one wants to see you inhale an entire bag of chips. And spit out that gum!

5. Use the best VoIP video calling service. Skype (www.skype.com)

is an easy-to-use piece of software that enables free video calling over the Internet. And with Skype's new High Quality Video and certain Logitech webcams, the video call is four times sharper and twice as smooth compared to other consumer video-call services.

6. Try not to look distracted. Don't constantly check your watch, recline with your feet up or doodle on your notepad.

7. Can you hear me now? Make sure you're using a headset or a webcam with an integrated microphone—Logitech (www.logitech.com) makes both—if not, other participants may be unable to hear you.

8. Be aware of your surroundings. Watch out for distracting or inappropriate background items, such as a dirty shirt draped over a chair or strange artwork. They can be distracting and, in some instances, inappropriate.

9. Limit background noise. For the best audio results, conduct your video call in a quiet environment.

10. Check the lighting. To ensure the best video quality, find a well-lighted room and try not to sit with your back to a window during daylight hours.

Most important, regardless of whether it's work-related or catching up with friends, treat the experience as though you're actually in the same room with your friend or colleague. Be yourself and your video conversations will always be a success.

Happy video calling!