Speakers guide to a successful Live Stream using Streamyard
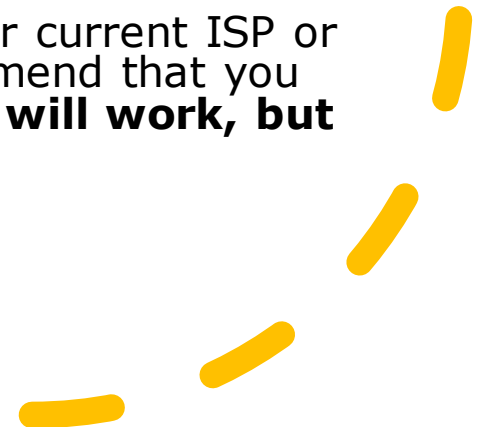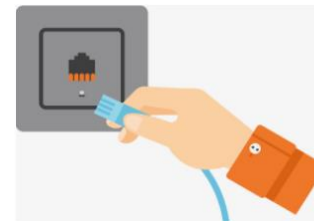
Equipment & Set Up

Types of Equipment

- Webcam
- We recommend wearing **earbuds or headphones** to prevent audio echoes, plug-in ideal
- Browsers - Chrome, Firefox, Edge and Opera all work with StreamYard. Unfortunately, other browsers, like Safari, do not support the technology yet. We recommend ***Chrome*** for the best experience
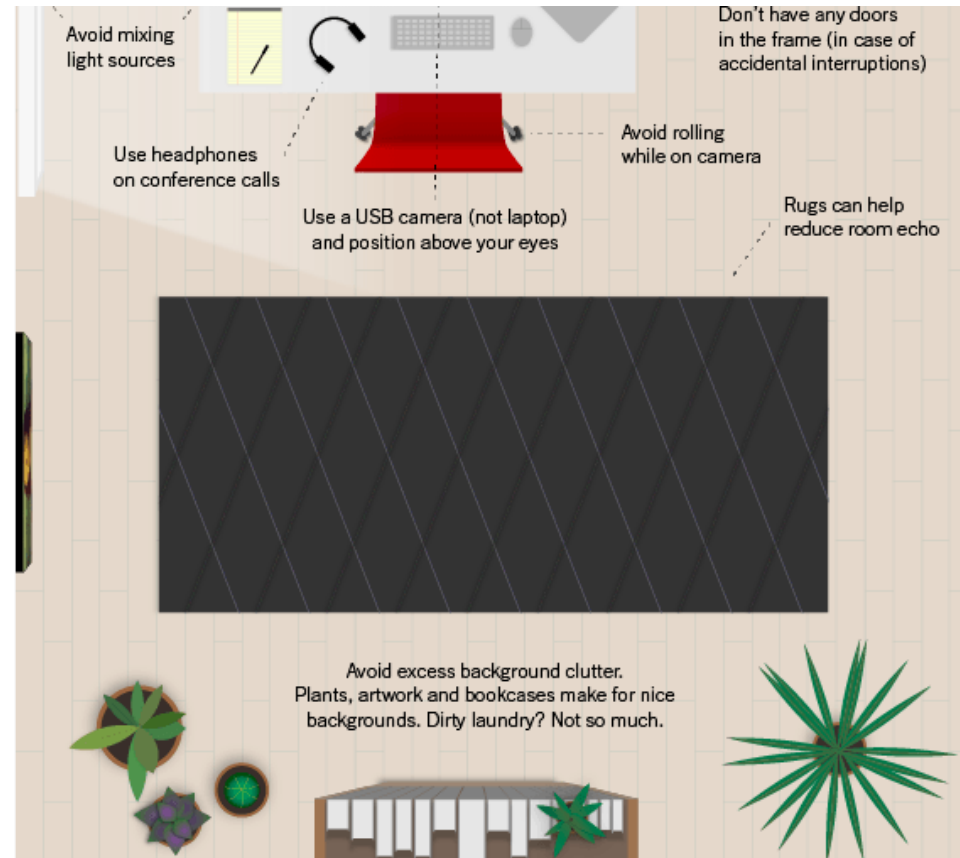
Chrome (Recommended) Firefox Opera

- There are no 'virtual backgrounds' available in Streamyard (unless you have *green screen*)
- There is an opportunity to check your Audio and camera before you enter the Studio

Internet

- Streaming requires a lot of data, but your current ISP or 4G provider should work fine. We recommend that you hardwire (ethernet) to your router. **WiFi will work, but not as well**.

Suggested Room Layout & Recording Tips

Avoid mixing light sources

Use headphones on conference calls

Use a USB camera (not laptop) and position above your eyes

Don't have any doors in the frame (in case of accidental interruptions)

Avoid rolling while on camera

Rugs can help reduce room echo

Avoid excess background clutter. Plants, artwork and bookcases make for nice backgrounds. Dirty laundry? Not so much.

Try adding a red dot sticker on your camera so you can look at that while presenting instead of at yourself.
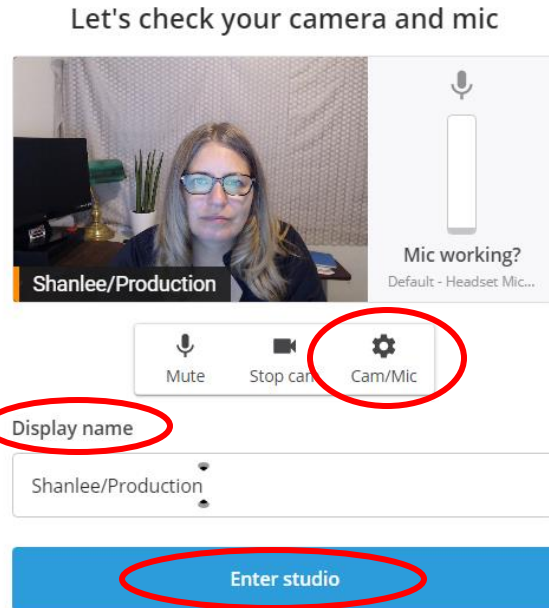
Alternatively, drag your own video to the middle of the screen directly beneath your camera.

Entering the Backstage Studio in Streamyard

1) You would have been sent an invitation to join Streamyard as a guest

- It will be a link that you can just CLICK from any device, even your phone!
- You DO NOT need to download any apps or programs
- **EX. https://streamyard.com/2gy2nmnmnm**

2) Enter your name as you would like it displayed on screen

3) This is your opportunity to check your microphone and camera settings

4) CLICK Enter Studio – This button is at the bottom of the page, you may need to scroll down to see it.

Communication Backstage Studio in Streamyard

1) You are now Backstage! Your Host/Stage Manager will connect with you via the chat once you are backstage, your audio/mic are not active until you are on stage live, so no need to mute while still backstage!
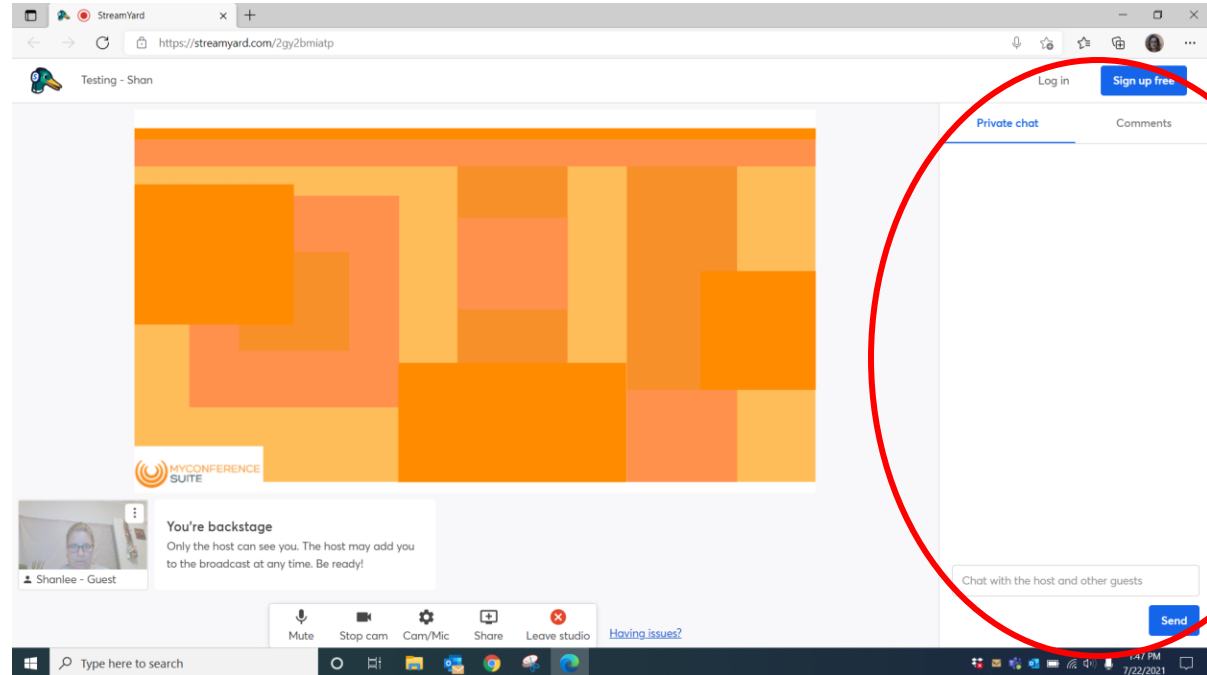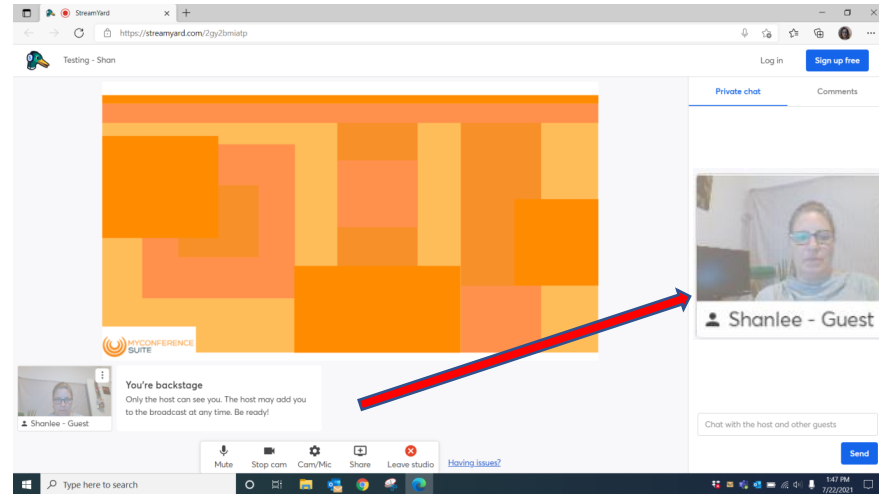

2) The chat box is the only way to communicate with other speakers that are Backstage or the host. Keep an eye out for information, timing cues and even questions that are posted here taken from the MyConference Suite portal!
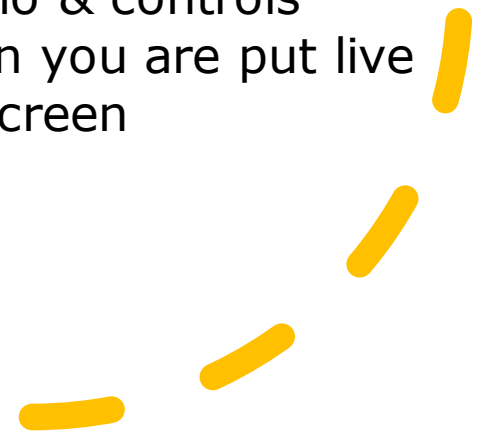
Welcome to the Broadcast Studio!

Guest View
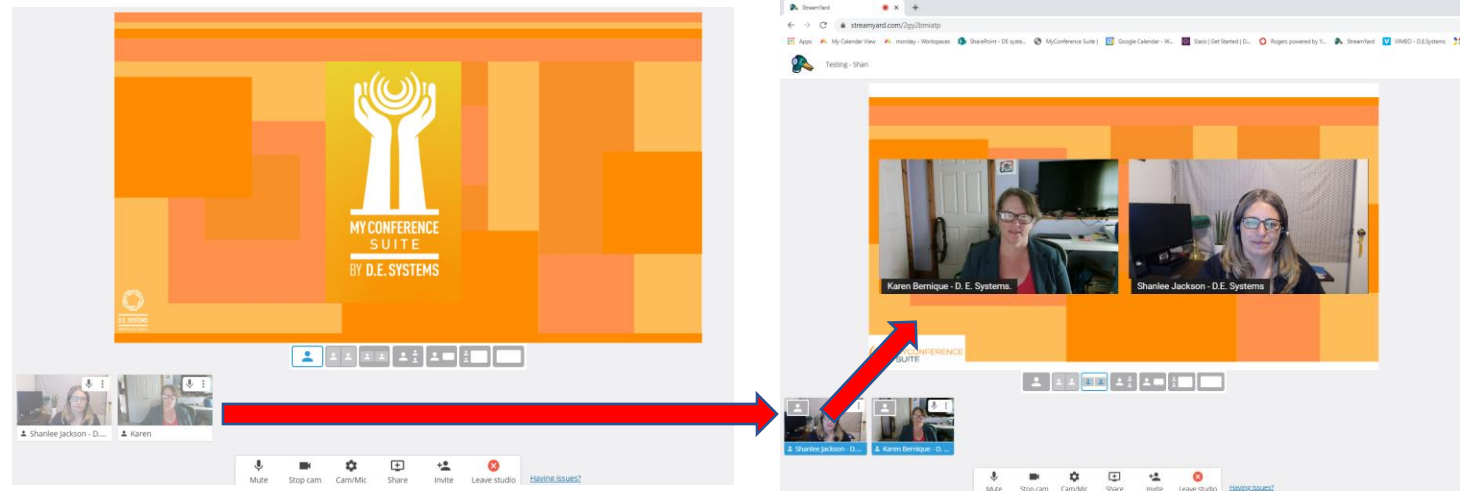

Host/Stage Manager View
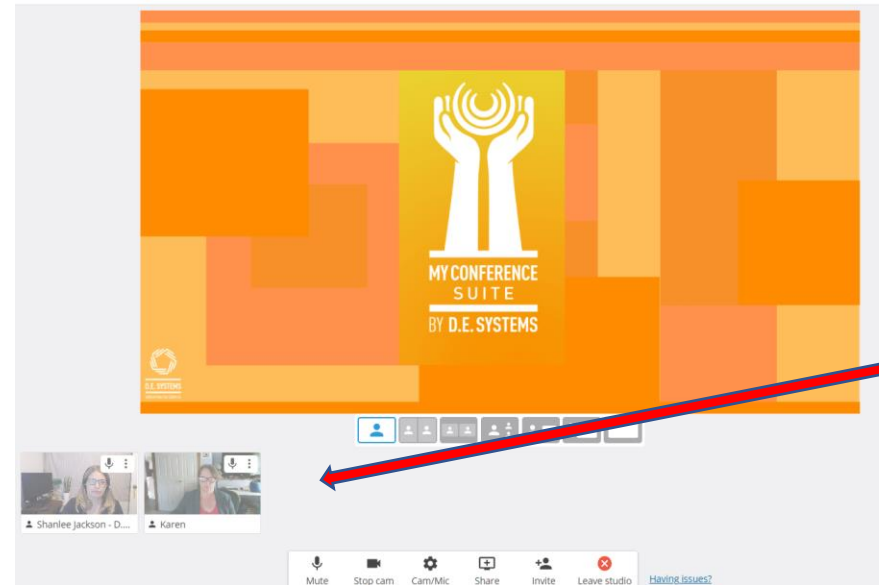
The host can see all the people inside the studio & controls when you are put live on screen
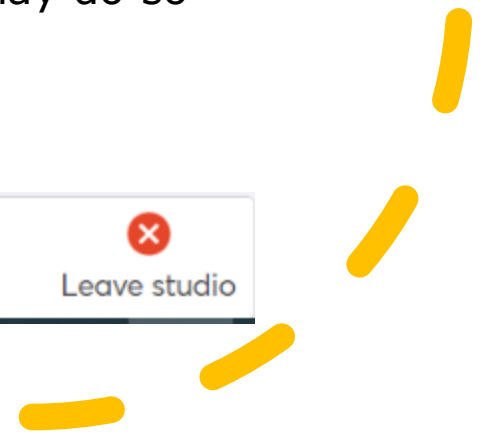
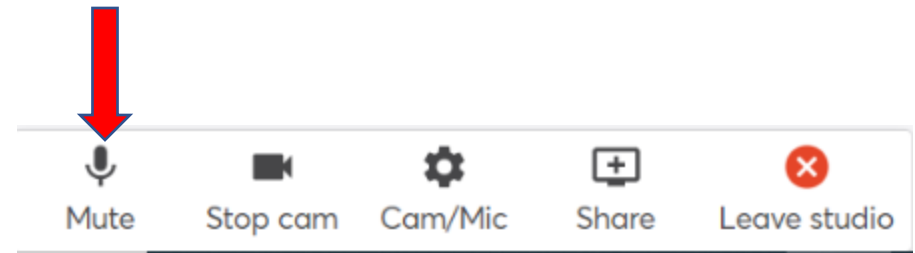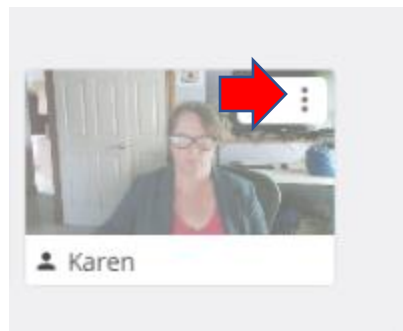# LIVE inside the Broadcast Studio

1) Once the host has added you to the broadcast, you will see yourself moved into the LIVE window as below
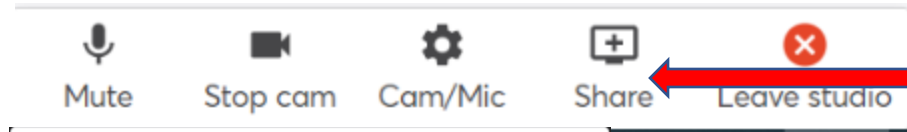

2) Once you are live, you can control your mute button

NOTE: The host can also control your mute, and may do so in case of background noise during a live session
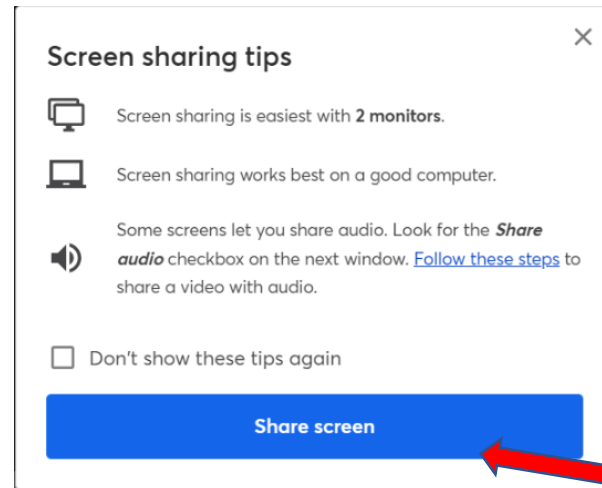
Screen Sharing

1) Screen sharing is an awesome way to present a slideshow or show a website. You can share images, Powerpoints, Keynotes, PDFs, and more.

click "Share Screen" at the bottom of the page

If a list of tips appears, click the blue "Share Screen" button

2) Another popup will appear with three options:

Your Entire Screen: Shares your entire desktop screen

*Application Window*: Lets you choose one application at a time; great for sharing a PowerPoint or keynote

Chrome Tab: Lets you share a website, or ANY file from your computer. To share a file, open a new Chrome tab and drag/drop a file into the new tab. Then share the tab in StreamYard.
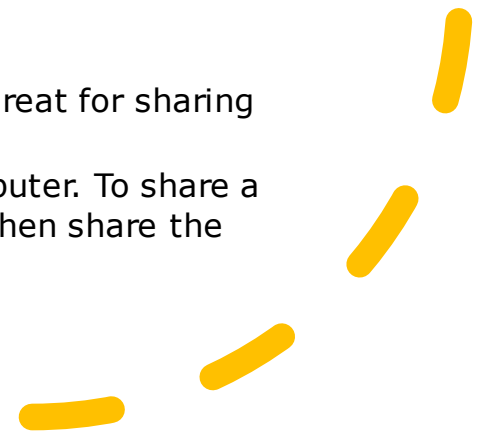
Screen sharing a video with audio

1) Open a new Chrome tab

2) Drag/drop a video file from your computer to the new Chrome tab. Your cursor should show a "+" symbol when dragging the file over Chrome

3) In StreamYard, click "Share Screen"

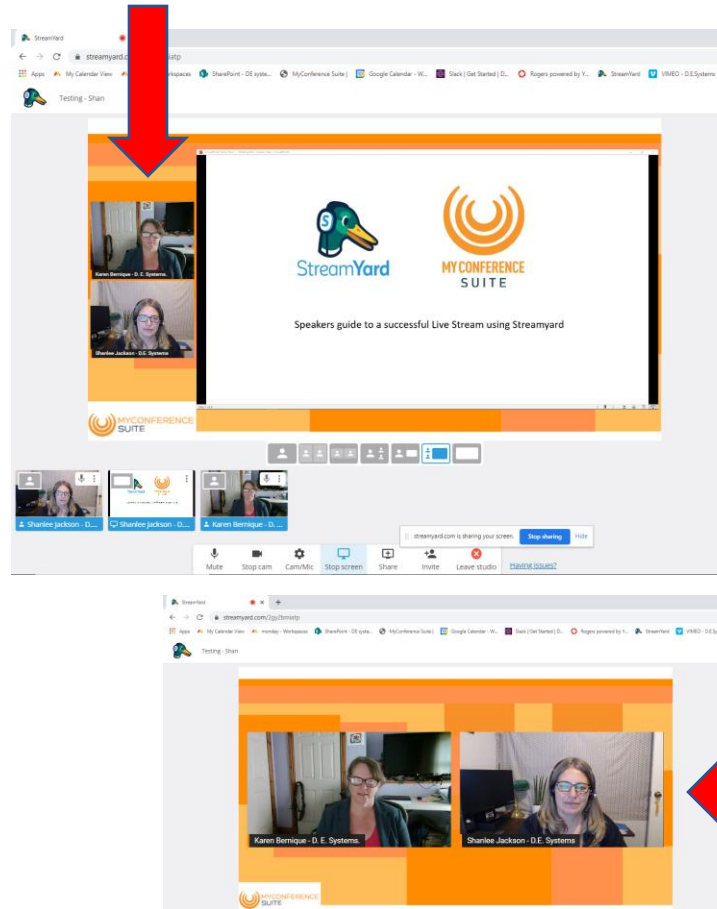4) In the pop-up, choose "Chrome Tab", check "Share audio", and select the Chrome tab with your video file
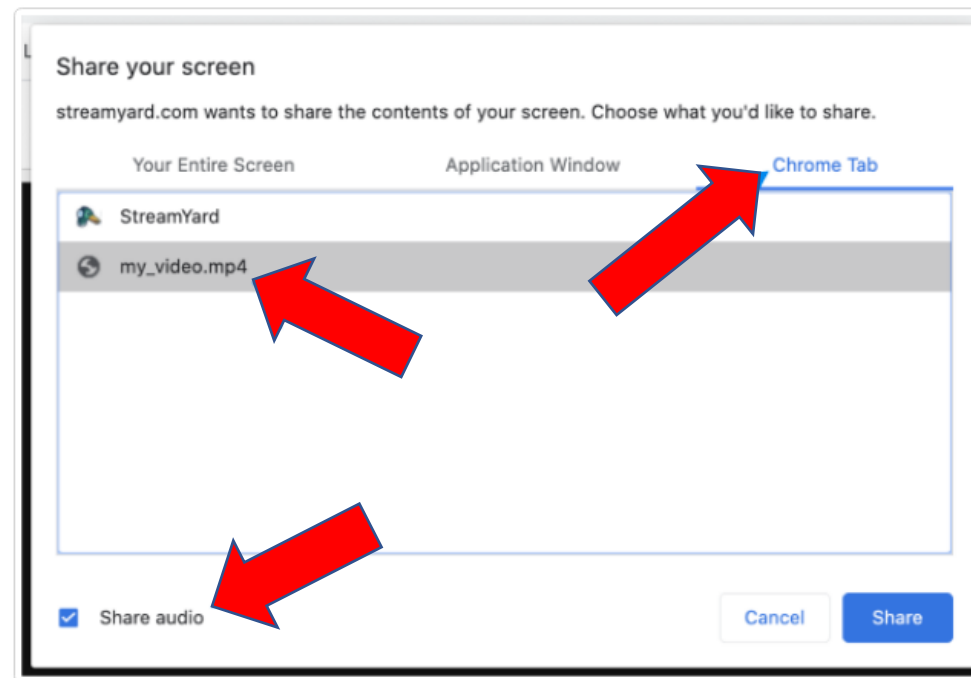
NOTE: To share audio from your screen you MUST check the "Share audio" box.

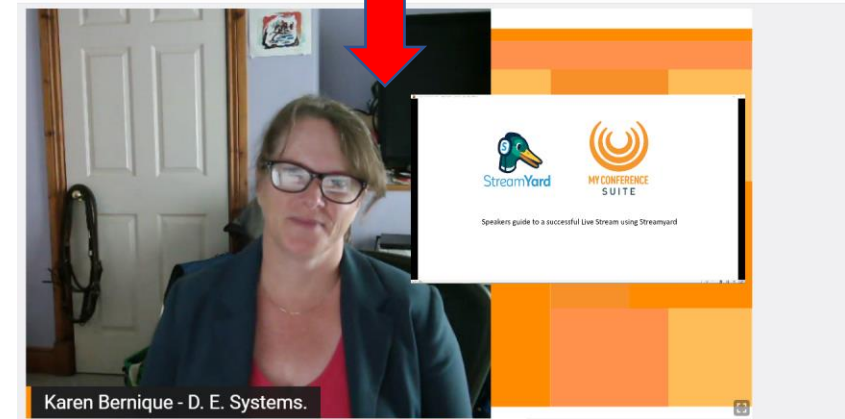Screen sharing with audio is only supported on Chrome.
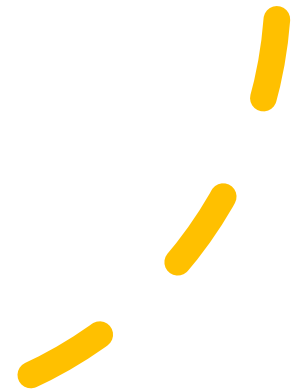
The Final Look

1) The host will control your positioning on the screen

Presenter in large view and screen in small view

2 Presenters in large view

2) Once you have finished your session, you will be removed from the studio, if you haven't done so on your own. The studio gets crowded and the more people inside the studio, the more difficult it is for your Host. We ask that you enjoy the program with the other attendees on the platform.

Please feel free to contact us if there's anything we can do to support you through this!

support@myconferencesuite.com

We look forward to "seeing" you soon!