



## Tips For Hosting a Virtual Field Trip/Classroom

### ***Make sure the background of your screen is appropriate.***

- Take down any inappropriate posters, remove inappropriate signs, etc.

### ***Make sure no private information is on the screen.***

- Put away the checkbook opened on your desk and move the sticky note with name and number to return a phone call, etc.

### ***If using your phone camera, make sure it's turned horizontally.***

- Turning the phone horizontally makes the screen wider and easier to see on the viewer's end.

### ***Test your Wi-Fi and virtual program the day before the field trip/call.***

- The internet might be great in the house but could be spotty in the barn. Do a test run with a family member or neighbor to make sure it works for the location and the virtual program you are using.

### ***Consider investing in some equipment.***

- Lighting and sound can change based on your current environment. We've put together a list of some simple tools that could make your call even better.
  - [Selfie Ring Light and Holder Option 1](#)
  - [Selfie Ring Light and Holder Option 2](#)
  - [Lavalier Mic](#)
  - [Coordinating Phone Jack for Lavalier \(if using an iPhone\)](#)

***If you host more than one classroom, have them all on the field trip at the same time.***