

# Dry Run Checklist



- Does your presentation include an opening slide
- Join 10 minutes before the call to prepare the technology
- Check WebCams
- Check All Audio – may want to purchase a professional headset in advance of the call.
- Make sure to Share – File (Including Video)
- Run through the presentation as a dress rehearsal and determine questions to ask and when to pause.
- If you will be recording the session. Make sure the Record button is activated to start recording. Verify it is recording .