Tips for Using Zoom Across a Language Difference

**Use Camera**
- The speaker’s camera should be turned on, and the speaker’s face well-lit, so the audience can lip-read and see facial expressions.

**Rephrase and Repeat**
- Repeat important statements or, better yet, rephrase them in a simpler manner.

**Confirm**
- Build in frequent comprehension checks and opportunities for your audience to ask questions.

**Emphasize**
- Emphasize the most important word in each phrase or sentence.

**Ask**
- If time does not permit you to get a response from your audience, ask a rhetorical question (one which you answer yourself).

**Write**
- When using terminology that is unfamiliar to your audience, display the new word/phrase in its written form.

**Avoid Interrupting**
- Take turns talking. Avoid overlapping speech. Use body language or Zoom reaction icons to show agreement.

**Speak Slowly**
- Reduce your rate of speech significantly to a point where it’s easy to understand.