

**AKASH KARIA**


## VIRTUAL EVENT REQUIREMENTS

Thank you for booking Akash for your virtual event.

If we are using Akash's Zoom link, then we will take care of all of the following. However, if you have chosen to use your Zoom / WebEx / Teams meeting link, then please ensure the following for the best audience experience:



- **Spotlight/pin Akash's video** for the audience
- **Make Akash a co-host** so that he can control the polls
- **Double-check that all polls have been correctly uploaded**
- **Automatically mute participants upon entry**
- **Disable pings or notifications** related to participant entry/exit
- **Enable HD-quality for streaming** – for example, here's how to enable this when using [Zoom](#):

*In the Zoom desktop client, click your profile picture, then click **Settings** .*

*Click the **Video**  tab. Click **HD**.*

### Tech Check

- Tech-check at least one day prior to the virtual event
- Another tech check at least 60 minutes before Akash's session

In case any of these are not possible, please let us know so we can make alternative arrangements ([anna@akashkaria.com](mailto:anna@akashkaria.com) / [akash@akashkaria.com](mailto:akash@akashkaria.com)).

Akash looks forward to speaking to your audience and delivering a high-impact session.

[www.AkashKaria.com](http://www.AkashKaria.com)