The presenter must have access to a professional backdrop. Examples include an office, church classroom, library, etc.

The presenter must be able to give the presentation in professional dress.

Access to the following technology:
- A computer with the ability to install the Cisco Spark software. Further instructions for installation will be provided upon acceptance.
- Access to a USB headset (we recommend the Logitech H540 headset, but other quality headsets are acceptable).
- A webcam which can either be built into a laptop/all-in-one or a USB camera on a desktop. For desktops, we recommend the Logitech C920 or Microsoft LifeCam Studio, but any Logitech or Microsoft webcam is acceptable.

Both the USB headsets and webcams are available at Staples and Office Max.

Internet speed requirements and test instructions as follows:
- LU IT recommends an Upload Speed of 5 Mbps or higher
- At an Upload Speed of 2.5 Mbps or lower, the remote presenter can expect degraded service, or the service may not function at all
- Navigate to speedtest.liberty.edu
- Input Username and click “Begin Test”