ONLINE MEETINGS



Watch a video and choose some technical problems experienced by the participants in a meeting.
*Are there any other **blunders** that you would add to the list? Do you know how **to troubleshoot** these issues?*

- Somebody is having issues **joining the conference:** unable to **enter in the meeting ID**
- Zoom **lags** or **freezes** during the meeting (the audio doesn't match the video)
- Somebody has **camera issues**
- Somebody has a **faulty microphone (on the mobile device) or a faulty speaker setup.**
- Somebody can't **adjust output settings**
- Somebody has difficulties with **processing an image** (it doesn't appear on the screen)
- Somebody is having a **sound issue**
- The **microphone** is **switched off**
- The **camera** is **switched off**
- Difficulties with switching off somebody else's microphone
- **Echoes** are appearing during a call
- Some **background noises (**somebody isn't **on mute)**
- Somebody is unable to **record a video**
- Somebody is unable to **share a screen**
- No **remote control** while screen sharing
- Zoom **crashes**
- Somebody is **cutting out**
- Somebody is **on the hotel Wi-FI**
- Somebody is unable to **change a virtual background**

LIVEWORKSHEETS

Look at the picture. Is it a face-to-face or an online meeting? Is it a formal or an informal meeting? Explain your choice. What's this man? Who's he having a meeting with? What do you think they could be talking about?



Read a short paragraph from the news below. What do you think has happened?

There was an unexpected distraction for Professor Robert Kelly when he was being interviewed live on BBC News about South Korea.

*Watch a video and compare your ideas. Did he manage **to keep** his **composure** (self-control) and complete the interview successfully?*

*Do you think this situation has had some negative **consequences** for his career? Why/not?*
What would you do if you were there?
Have you ever been in such a situation before? Tell about it.

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