

## Studio Setup Checklist: Active to Passive Voice

Instructions: Below are common audiovisual setup tasks written in active voice using modal verbs. Rewrite each sentence in passive voice:

1. You should check all the cables before recording.

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2. You can adjust the lights to create the right atmosphere.

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3. You may test the microphones to avoid sound problems.

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4. You should confirm that the camera settings are correct.

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5. You can organize the background so the scene looks professional.

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6. You should clean the lenses before filming.

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7. You may prepare the teleprompter for the presenter.

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8. You can label the audio tracks for easy editing.

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9. You can store the recorded files on the cloud.

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10. You shouldn't disconnect the audio cables during recording.

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