



Tips for Hybrid Multilingual Meetings

How to make them work

DG Interpretation

@scic-new-delivery-modes

A REMOTE SPEAKER's CHECKLIST



- Sound quality matters
- Switch your **camera** on
- Speak from an **office-**like environment
- Use an **Ethernet** cable

Recommended equipment



Rode NT USB Mini



Razer Seiren Mini



AKG ARA
using cardioid pattern

DO NOT USE



Laptop in-built mic



Omnidirectional mic



Wireless bluetooth
headphones



Webcam mic



Wired earphones with
microphone



Wireless blue tooth
earplugs

This equipment is not appropriate for remote interventions in multilingual meetings

*Hybrid meeting
etiquette matters.
You can make
a difference.*

Johannes Hahn
Commissioner for Budget and Administration

WATCH THE VIDEO

**REMOTE
SPEAKERS'
CHECKLIST**

#BeHeard



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[Code of Conduct for Remote Speakers](#)

[Meeting etiquette video](#)