



## Guide to Setting Up for Online Piano Lessons

1. Select a video conferencing device. It is possible to use a smart phone, tablet, or laptop/computer (although it must be freely positioned near the piano). The benefit of a tablet or laptop is the larger screen, which is better for learning use.
2. Download and install the video conferencing application onto the device (such as Skype, Zoom, Google Hangouts, or FaceTime). Talk with the teacher to determine which shared application to use. If necessary, create an account for use. For lessons with children under 13, a parent's account must be used. For children 13 and over using their own accounts, the parent must be copied to emails or included in the sharing options.
3. Position the device. When possible, using landscape view is preferable. The ideal position is from the side, and slightly to the back. This shows the profile, the arms and hands, and the keyboard. If possible, place the device above the level of the keys, around the height of the face or shoulder, and angle the camera slightly down to capture the keyboard. See visuals below. Creative re-purposing of objects or furniture may be necessary to create a stand for the device.
4. Consider power sources. If battery life may be an issue, use an extension cord to plug in the device. Or, fully charge the device before the lesson.
5. Check the lighting. For an ideal online lesson environment, the area should be well lit without shadows on the face and hands. Backlighting can be problematic. A lamp by the device/piano may be necessary.
6. Reduce noise distractions. The lesson room should be free from potential disruptions such as pets, the television, and background music.
7. Prepare all lesson books and materials, including a pencil with eraser, on the piano.
8. Print out any materials provided by the teacher for use during lessons.
9. The student must be ready at the piano and await the call from the teacher, at the appointed lesson time.

## Optional Ideas to Improve Sound Quality

1. Use headphones (with an internal microphone) to prevent feedback loops.
2. Place the device on a soft surface, which helps reduce echo noise.
3. Turn off auto-adjust audio settings in the application.
4. Lower input (microphone) volume and raise speaker (headphone) volume.

## Examples of Good Camera Angle



## Online Lesson Checklist for Teachers and Students

*Before your online lesson begins, check the list below at the piano:*

- Device with camera is fully charged or plugged in
- The video conferencing app is installed, and you are signed in
- Camera angle is appropriate
- Light with minimized shadows (avoid backlighting)
- Quiet environment without distractions
- Lesson books, pencils, eraser, and other materials prepared
- Assignment sheet printed, or easily accessible on another device