



Thank you so much for your participation in the 50th Annual Northwest Folklife Festival! Each performance adds a new voice to our community and we're here to help make the filming process as easy as possible for the best result! Here is a helpful document with best practices for live filming. Please read our [COVID Safe Work Plan](#) before you start filming, to make sure you follow safety protocols. Any additional questions can be directed to [anna@nwfolklife.org](mailto:anna@nwfolklife.org).

As a live performer, you will be filming live via zoom at a location of your choosing. In order for the most successful performance, we have a list of best practices below, borrowed in part from our friends at **Lake City Contra dance**.

**For the band, you should have:**

- A computer plugged into power
- A set of microphones to adequately capture the band sound
- An audio interface (such as a mixing board with USB in/out) connected to your computer
- The latest Chrome browser installed
- The latest version of Zoom installed
- Your computer connected to your router via an ethernet cable (cat 5e or higher)  
Recommended internet speed is no slower than 25 Mbps. You can test your internet speed for free [here](#).
- Headphones (preferred) or a speaker for listening to sound tech while performing / testing
- Strong front lighting, so that all band members are visible and well lit.

**For bands with callers, you should have:**

- A computer plugged into power
- An on-board computer mic, or an external USB or headset mic for better vocal quality
- The latest Chrome browser installed
- The latest version of Zoom installed

- Recommended internet speed is no slower than 20 Mbps. You can test your internet speed for free [here](#).
- Your computer connected to your router via an ethernet cable (cat 5e or higher)
- Headphones to hear the band and sound tech

The day of your performance, you will **log on 40 minutes before going live**, to test any last minute a/v issues. Therefore, it's a good idea to do a couple test runs beforehand, ideally using the exact same setup you plan for during the live show. Try enlisting a buddy to watch on zoom to see how you look and sound!

The day of your performance, you will log on and meet with your virtual stage manager. The stage manager will be there during the performance to give you visual cues about how much time you have left in your set. We have cue cards for this, but if you prefer to communicate via chat in the zoom, or via text, we can do that too. Just let us know when you log on before your performance.

Before your set, you will be introduced by the MC, who will be filming live in the studio. They will read the artist bio you have submitted to us, and you'll have a brief time to introduce yourself, and discuss any upcoming projects you have, albums for sale, or anything else you'd like to share.

If you missed the Festival last year, I encourage you to check out [this video](#) of how the live dances worked online! This will give you a sense of what to expect as the format will be similar. It's pretty long, and I encourage you to skip around to different parts of the day, but if you want to start at around the 40 min. mark, you can see how the MC talks to the audience, and then introduces a live workshop.

As always, if you have any questions, please feel free to reach out to [anna@nwfolklife.org](mailto:anna@nwfolklife.org)

Thank you for participating and we can't wait to see you at the Festival!