

Livestream Readiness Checklist

What Every School, Church, or Team Needs to Stream with Confidence

Ideal Audience:

Schools, churches, or event organizers who want to do livestreaming but aren't sure what they need

1. Gear Essentials

- ☐ Camera with clean output
- ☐ Tripod or mount
- ☐ Capture device (ATEM Mini, Cam Link, etc.)
- ☐ Streaming laptop or encoder
- ☐ Backup power source

2. Audio Setup

- ☐ Microphones (handheld, lav, or boom)
- ☐ Audio mixer/interface
- ☐ Soundcheck checklist
- ☐ Backup audio recording

3. Internet & Streaming

- ☐ Minimum 10 Mbps upload speed
- ☐ Wired Ethernet connection (preferred)
- ☐ YouTube, Facebook, or RTMP credentials ready
- ☐ Graphics & overlays uploaded

4. Crew & Run-of-Show

- ☐ Camera operators assigned
- ☐ Director or technical lead
- ☐ Roles clearly communicated
- ☐ Pre-show walkthrough scheduled

Bonus Tips

- ☐ Always do a dry run before the event
- ☐ Use a countdown slide or music to open
- ☐ Set up a monitoring screen for your stream
- ☐ Record a local backup (just in case)

Want help with any of this? Book a discovery call today.