Filming Videos at Home

**Plan Ahead**
Have a clear idea of what you will say—consider writing a script or having notes as prompts. Practice your presentation in advance to use your recording time efficiently.

**Before You Record**

**Equipment**
Decide which software to use.

**Recording options include:** BlueJeans, Screencast-O-Matic, Windows Camera App, Apple Photobooth, Zoom

**Sound**
The most important thing about video is the audio.

Make sure you are recording using a quality microphone, and that you are recording directly into your device, rather than dialing in by telephone.

Distance to the microphone is important—the farther away you are, the more the echo, but too close and you’ll get breath sounds and pops.

**Consider**
Use the recorder app on your smartphone to make a simultaneous audio recording. The file can be edited together with your video.

**Picture**

**Composition**
Your camera should be at eye level.

**Centered**
Leave space above your head.

**Setting**
Record in a quiet place where you will not be disturbed.

Avoid a distracting background.

**Lighting**
Control your environment. Choose indoor lighting if possible. Natural lighting can change quickly.

Light should be in front of you to illuminate your face directly, or slightly off to the side.

**Consider**
An additional light beside you can fill in the shadows and balance the light.

**As You Record**
If you stumble over your words, pause for a moment, then start again at the beginning of the sentence. Many apps will allow you to edit out missteps.

**Apps with editing options include:** Screencast-O-Matic, iMovie, Camtasia, Panopto, PowerDirector, Premiere Elements

**Are You Done?**
Consider doing a second take.

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