

# Video Recording Dos and Don'ts

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## Do:

- Remember to speak slowly so you can be fully understood.
- Stay focused on the Program or Course at hand – these are short videos.
- Remember your audience – try to make this as immediately relevant to your students as possible.
- Discuss the course in way that is generic enough to accommodate course changes.
- Eat breakfast/lunch before the session so that the microphone doesn't pick up your stomach growling
- Bring a bottle of room temperature water to the session.
- Look at the video camera when you are being recorded. The students that watch these video clips on their computers will be distracted if you look away from the camera, unless you are looking down at your notes and/or laptop.
- Talk to the camera as if it is your favorite student, and you are talking one-on-one to him/her.

## Don't:

- Wear patterns, particularly small patterns/prints—solid clothing shows up better in the small format.
- Mention the course code, or textbook page numbers/chapters, or any specific information in this vein—these things may change.
- Include any information that may become outdated, such as current events or textbook specifics.
- Talk about more than one course or program.
- Mention course materials that are not solidified.
- Slouch back in your chair during the filming.
- Chew gum at the session (it will obstruct the audio).
- Wear excessive or noisy jewellery (such as cufflinks, bangle bracelets, etc.). These often make sounds that can interfere with the audio.
- Worry. Anything that would happen in a class room or live presentation can happen on camera. It's OK if you misspeak a word and then correct yourself on camera. It is not necessary or even natural to speak perfectly all the time.
- Forget to smile!