

Video Recording Checklist

For smartphones and webcams

Scan me!



Before you start

Before you start recording, please watch our short video that explains how to get the best results from a smartphone or webcam.

You don't need any additional equipment for this – you can use everyday items from around your home or workplace.

To watch the video, scan the QR code with your smartphone, or visit this URL: <http://bit.ly/3tYxrWY>

Checklist

<p>Choose a quiet location</p> <p>Make sure there are no loud noises or hums, such as air conditioners. Avoid filming outside as noises can be unpredictable. (Birds, traffic...)</p>	<input type="checkbox"/>
<p>Check your background</p> <p>The background of your shot shouldn't contain inappropriate items. Also, give the shot some depth - avoid filming directly against a wall.</p>	<input type="checkbox"/>
<p>Check the lighting</p> <p>Don't point the camera at bright light sources, like windows. Additionally, avoid sitting or standing under overhead lighting.</p>	<input type="checkbox"/>
<p>Check your audio / stay close to the camera</p> <p>Unless you have an external microphone, stay close to your smartphone or webcam (within 1m) for best results.</p>	<input type="checkbox"/>
<p>Place the camera on a stable surface</p> <p>Avoid holding your device in your hands as this can make the footage look shaky.</p>	<input type="checkbox"/>
<p>Make sure the camera is at eye level</p> <p>Prop your device up on household items to ensure the camera is at eye level. You don't want the camera looking up your nose.</p>	<input type="checkbox"/>
<p>Check the device orientation</p> <p>Make sure your device is correctly recording in portrait or landscape format. By default, record your video in landscape.</p>	<input type="checkbox"/>
<p>Check your appearance</p> <p>Is your hair looking good, are your clothes appropriate and are you happy with how you appear on camera?</p>	<input type="checkbox"/>

How to record

For best results, record your video using the default camera app on your device. Avoid recording videos using software like Zoom, which compresses the video and audio.

In your device's camera settings, record using the best quality possible – such as 1080p HD or 4K. If you have the option, record at 25 frames per second. For help and support, please contact us.