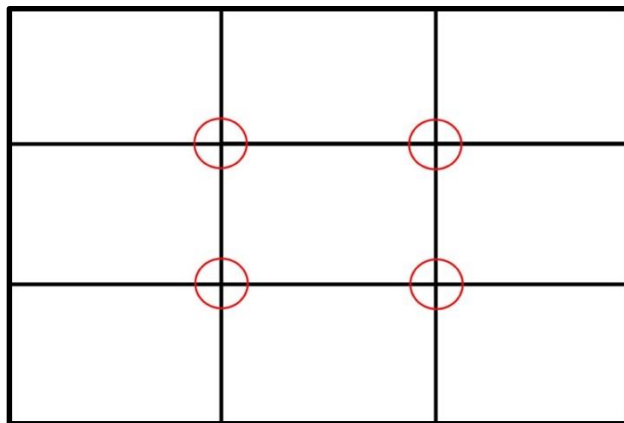


Best Practices for Video Recording Yourself

PLEASE RECORD YOURSELF WITH YOUR DEVICE IN LANDSCAPE ORIENTATION AND NOT IN SELFIE/PORTRAIT ORIENTATION

1. **LIGHTING** - Make sure you are shooting in a well-lit environment. If you have lights, place them at a 45 degree angle from your left and right shoulders. If you do not have your own lights, just sit in a well-lit area in your space. Most times a table or chair near an open window will be enough. An important thing to remember is that you always want more light coming from the front of you rather than from above or behind you.
 - a. avoid harsh lighting conditions such as a light directly above your head, being too close to your lighting source, or shooting with a window in the background.
2. **STABILIZATION** - Stabilize your camera in some way. If you are using a laptop or computer-connected webcam, this should be no problem. If using a phone or tablet to record, make sure it is either attached to a tripod or propped up securely with something sturdy. Shaky or handheld video is not recommended in any scenario.
3. **FRAMING** - Center yourself in the frame in a medium shot. Leave yourself a little room above your head and the top of the frame and make the bottom of the frame around chest level (or mid-section). If you were to split the frame into thirds, you'd want your eye level to be close to the upper horizontal line in the photo below. Also, please do not shoot frame it as a close-up. Leave some space on either side of you between your arms and the left/right edges of the frame.



4. **SETTING** – Try to choose something visibly appealing but not too busy as you do not want to take attention away from yourself. Try to wear something that is not the same color as the background you choose to give you some separation from it. Also, do not sit too close to your background so you don't cast shadows on it.
5. **AUDIO** – Audio is very important and, unfortunately, most phones, tablets, and computers do not have great built-in audio hardware. There are a few things you can do to help your device record better audio.
 - a. Find the quietest place you can to record (turn off fans, tvs, etc..).
 - b. Mute notifications on all devices.
 - c. Sit as close to your device as possible but still maintain enough distance for a proper medium shot framing.
 - d. Speak at a slightly above normal conversation level.
 - e. Do a test run and play back the result and listen with headphones.
 - f. If your devices audio hardware is not up to par, you may consider using a microphone attached to either wired or Bluetooth headphones to try and improve the quality. If doing this, we suggest not wearing the headphones but placing them on a surface in front of you.
6. **TIMING** – After you hit record, give yourself 3-5 seconds before you start speaking. When you are ready to hit stop, give yourself another 3-5 before stopping the recording. This allows us time to better crop your video to remove your hands and/or arms as you start and stop the recording.