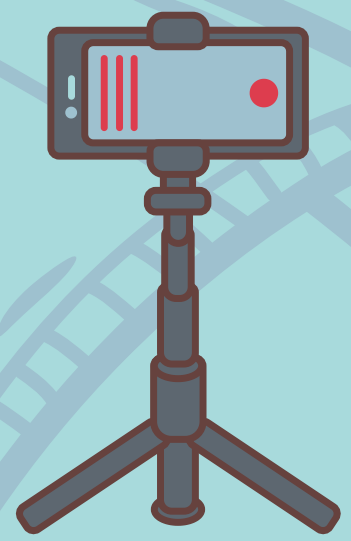


How-to Guide for Filming Yourself

Setting up your device

- A mobile device has better quality recording quality (sound & image) than a laptop.
- Choose a neutral non-distracting background (avoid windows, distracting elements). Don't wear clothing the same colour as your background (to avoid looking like a "floating head").
- Avoid shaky footage by setting your device on a tripod or a steady surface (don't hand-hold).
- Position your device at eye-level.
- Use landscape format.

1



2

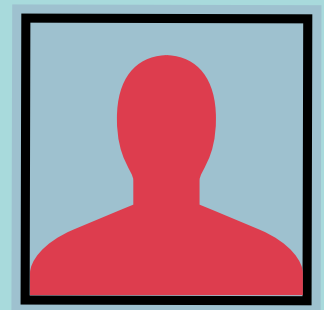
Lighting

- Try recording near a window or a bright light source (desk lamp).
- Position yourself so that the light source is lighting up your face (and is behind the camera).
- Use additional light sources to brighten up the scene if needed.

Frame Composition

- Don't be so close to the device that your face fills up the entire frame.
- Don't zoom in on yourself - it can make your video pixelated. If you want to get a closer shot, move closer to your device.
- Look directly into your device when speaking and position yourself in the center of the frame.
- Sit on a seat that doesn't swivel.

3



4

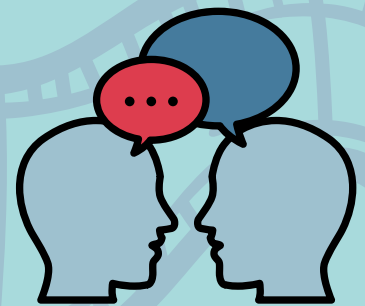
Audio

- Apple AirPods or similar devices can be used as a Bluetooth microphone.
- If you are using your device to record, make sure that you are sitting within three feet.
- Do a quick recording to check the clarity of your voice and background noise of where you are recording. Some heaters, air vents, environmental echo, street noise can be more noticeable on a recording.

Camera presence

- Wait three seconds after you hit record before you start speaking to ensure that your words don't get cut off. Similarly, when you're done speaking, wait three seconds before ending your recording.
- Smile! Especially at the beginning of your video.
- Speak clearly, don't rush.
- Think of it as a conversation with a friend who is on the other side.

5



6

Do a Test Recording

- Check the framing, focus, sound and lighting and adjust as needed.