INSTRUCTIONAL VIDEOS: FIELD RECORDING

**Background**

Bring all materials; scripts, release forms, equipment, props, etc. Make sure you have permission to record at said location.

Location scouting! The area should be good for video, not a loud location and away from air conditioning vents.

It’s important to have release forms* for everyone to sign and date in the video!

* [Photography_Release_Forms](https://photography.lovetoknow.com/Photography_Release_Forms)

**References and Recommended Resources**


**To-Dos**

- Bring all materials; scripts, release forms, equipment, props, etc.
- Make sure you have permission to record at said location.

**Release forms**

- [Release Form](https://etskb-fac.cidde.pitt.edu/panopto/guidelines-for-creating-instructional-recordings)
- [Release Form](https://etskb-fac.cidde.pitt.edu/panopto/guidelines-for-creating-instructional-recordings)
- [Release Form](https://etskb-fac.cidde.pitt.edu/panopto/guidelines-for-creating-instructional-recordings)
INSTRUCTIONAL VIDEOS: WEB CAM RECORDING

Web cam

Title

The title should appear somewhere within the video, be it at the beginning or listed somewhere on the screen throughout. Make sure the title font is clear and easily read on any size screen.

Use graphics to generate interest.

Make sure the instructor is centered. Their face should appear uncropped and the lighting should be set up to show their facial expressions clearly.

Keep distracting objects out of view.

Make sure you’re looking into the camera and not at the screen.

Dress appropriately. Make sure background looks good.

65%
32%

More people view online videos on mobile devices than on desktops.

Fact

References and Recommended Resources
Brian Sutter (2014). 6 Steps to Creating Instructional and How-To Videos: waspbarcode.com/buzz/6-steps-to-teaching-with-video
INSTRUCTIONAL VIDEOS: STUDIO TIPS

Script
Prepare script first! Write like you speak, not like a research or essay paper.

To-Dos
• Come prepared.
• Know your script.
• Rehearse ahead of time.

Dress appropriately. No green clothing!

Take directions
Listen to the producers! They will help you look and sound good.

References and Recommended Resources
Brian Sutter (2014). 6 Steps to Creating Instructional and How-To Videos: waspbarcode.com/buzz/6-steps-to-teaching-with-video
Marie Norman, PhD (2017). Extending the Shelf-Life of Your Instructional Videos: Six Common Pitfalls to Avoid:
facultyfocus.com/articles/teaching-with-technology-articles/extending-shelf-life-instructional-videos-six-common-pitfalls-avoid