Essential Questions to Consider Before Creating a Video

Initial Questions:
What do you want to capture in the recording?
Why is it important to capture information in this way?
What is your comfort level with technology/video capture?
How much time do you want to spend on your videos?

When thinking about the answers to these questions, you may want to consider the recording options you have available. Is desktop recording the best option? And if so, which system will provide you with the tools you need?

Questions About the Why, What, and How:
What are your instructional goals?
How does this fit into your course structure?
How long will your video be?
What tools will you use to engage your students?
Will you use a script?
What materials do you need to prepare?
What platform will your video be delivered on?
Make sure you practice!

For more information on best practices for these questions, go to http://go.ncsu.edu/mymediasitebestpractices
Preparing Your Space:

**Eliminate Background noise**
- [ ] Turn off air conditioner or heat
- [ ] Be aware of your pet — you can always edit out a bark or meow later
- [ ] Turn off your cell phone
- [ ] Tell the people you share space with that you are recording

**Eliminate Visual Distractions**
- [ ] Don’t wear patterns or other distracting clothing
- [ ] Record in front of a neutral background
- [ ] Make sure your clothes don’t blend in with the background

**Provide Good Lighting**
- [ ] Reduce glare from your windows
- [ ] Make sure the viewer can see your face
- [ ] Make sure your display is properly lit
- [ ] Make sure your lighting is evenly distributed

**Prepare Your Desktop**
- [ ] Turn off notifications (Instant Message, Emails, etc.)
- [ ] Either select a window capturing only the application / slide or clean up your desktop and have an appropriate background image
- [ ] Note: If using full screen capture, make sure to hide your control panel so it won’t be captured

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**Tips and Tricks to remember while recording**

Pause and start again if you make a mistake or the phone rings; you can easily edit it out later.

Bring enthusiasm and personality to your recording through your voice.

If you have a hard time talking to the computer, put a picture of a loved one close by and act like you’re talking to them.

It’s ok to make mistakes — it makes you real.

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