

# Capture Content Like a PROFESSIONAL

## STEP ONE

### VIDEO QUALITY SETTINGS

You should change the quality to the highest setting on your phone. It is acceptable to use your 'selfie cam' if your cell phone isn't more than 2 years old.

#### IPHONE:

Settings > Camera > Record Video > 1080 @ 60 FPS

#### ANDROID:

Camera App>Settings>Video Size> 1920 x 1080

\*your phone settings should automatically be set to the highest quality

## STEP TWO

### TURN YOUR PHONE

When shooting footage, you want to shoot horizontal, not vertically. This is imperative to the width of the shot.





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## KEY NOTES

- If appropriate say your name, company, and title (if applicable).
- Plan to wear solid color clothing
- Be in a quite place with little to no background noise (DO NOT RECORD OUTSIDE)
- Use overhead lighting when possible and ideally a light should be in front of you, this will ensure your face is well lit. your main light source, even natural light should never be from behind you, this will make your face very dark
- Be sure to pause for 1-2 seconds if you change to a new topic, point or answer a new prompt (this helps us in editing)

- Ensure your background (what is behind you) is clean and organized, avoid an overly cluttered or unique background
- If you don't have a tripod or someone to help you, consider propping your phone on a stack of books so that your phone is as level with your face as possible
- Do not reduce the file size when you send your content. If your file is too big to send via email, contact your stakeholder

