

How to record your nomination video

Tips and Requirements



Bright, Even Lighting

- Use plenty of light – Lighting makes a huge difference in the quality of your video so make it one of your top priorities during the filming. Use natural, filtered sunlight to achieve the best results. For example, when filming indoors (recommended), window light will give a soft, even lighting effect.
- Avoid overhead lighting – it can cast unflattering shadows on your face.
- You can also use a large lamp or two to boost up your light if needed.
- If you have to film outside try to film in the morning or evening for softer light, midday light coming from straight overhead can cast harsh shadows while morning and evening light is more flattering. If you do have to film at midday, try to do so on a cloudy day or find shady area. Please note - your nomination videos must be done indoors.

Clean Background

- For a better quality video use a solid-coloured background, preferably a light, neutral shade. A wall, a bedsheet, or a large sheet of backdrop paper are all good options.
- Zoom and other video software may have the option to choose a virtual background, if using this please select a light colour – white, off-white or grey tone.
- Make sure you are positioned away from the backdrop to avoid casting shadows.

Crisp, Clear Audio

- Be aware of background noise, traffic, birds, wind – even when filming indoors these can still be picked up the microphone.
- Find the quietest space possible where you are not going to be interrupted.
- Smaller spaces are better for sound, larger spaces tend to pick up an echo. To help soundproof you can prop up some cushions around your computer or phone, this will help by deadening the vibrations of your voice, just make sure you prop them up without covering your microphone.
- Headphones can be used but make sure they are small earplugs that are not distracting and make sure they have the microphone piece that hangs close to your mouth. You can do a trial with and without and listen back to see what audio records best.

Frame yourself correctly

- Sit in the middle of the frame showing only head and shoulders.
- Sit rather than stand, this will stop you from moving around the frame.
- Once in position you should be aligned so that you are looking directly into the camera as close to eye level as you can.
- Below is an example of position, lighting and background.



Avoid Shaky Footage

- If using your camera or phone, make sure you use a tripod to stabilize
- Recording from your computer – sit on an even surface.

Record in Landscape

- Record in landscape mode (that is, horizontally instead of vertically). This will give you footage that looks good on larger devices, not just phone screens
- If your phone has a feature that allows you to overlay a grid on your screen, use it. This will help you keep your phone level and avoid tilted footage

Work on your camera presence

- Use calm, open body language. Sit up straight – poor posture is immediately obvious on camera. Keep your shoulders back and your muscles relaxed. Take deep breaths.
- Slow down slightly when you talk and make an effort to enunciate clearly.
- Most importantly – SMILE and be yourself

We require all nominees to follow these tips to ensure that members nominating based on your pitch video are focusing purely on your pitch and not being distracted by the differences in video recordings. Follow the tips above to ensure the best quality for your video and for further assistance and final editing send your files to renae@iaha.com.au

The requirements for all videos are:

- recorded inside
- plain white or neutral background
- head and shoulders only
- Clear sound

For more tips and help with technology click the links below:

<https://wave.video/blog/12-simple-tips-for-making-your-videos-look-more-professional/>

How to film yourself with a smart phone -

<https://www.youtube.com/watch?v=1X3480PRhZ4>

<https://blog.smu.edu/itconnect/2017/08/23/using-zoom-create-quick-easy-screen-recordings-free/>

Important Video Specifications:

File format must be: MP4

Length of time: Maximum 5mins (your video will not be accepted if it is longer than 5mins)

Your nomination video must be submitted by the 30th September 2020. This video will be posted up on the Members Only Viewing section of the website for all voting members to view prior to the AGM.

Due to the nature of the online event there is also the option of submitting a second video of yourself to be played only in the AGM meeting itself as you won't have the option to present live. This video needs to be submitted by the 12th October COB otherwise your first video will be used and replayed. The same specifications apply to this second video.

Please note: If you don't have any video recording facilities available to you please email us at comms@iaha.com.au and we will arrange a time to record this video with you.