



Guidelines and tips for videoing your 4-H presentation

- All videos should be recorded horizontally if using your phone or tablet/ipad.
- Make sure phone/tablet is on airplane mode and WiFi is off so you do not get notifications during the video.
- Make sure your camera is set to HD.
- Set it on a stable place (piling up books if you don't have a tripod).
- Ideally, the camera should be set at your eye level.
- Make sure Autofocus and Auto Exposure are locked on the participant at the right distance.
- Look directly into the camera lens and cover up your own picture if it's distracting.
- You can use bright stickers placed on either side of the lens if it's hard to get your focus back to it.
- If you're showing an item on camera, do it slowly, holding it in place while counting to at least 5 in your head before putting it down. Things are often hard to see or concentrate on in a video when you are holding it. One option would be to have a high-backed chair turned backward beside you so that you can rest your arm on it while you're holding the object to make sure you're holding the item still.
- Make sure the camera is at a direct line of sight with you or slightly above if you have items on a table.
- If you are showing a powerpoint on a different computer, it may be hard to see the computer screen on camera. The camera cannot expose properly for both you and the computer screen with clarity and it's going to pick the better light source (the computer). There are several options depending on your technology available:
 - Set focus on you, move the camera to the computer if needed to the screen. Hold it for 5 seconds, then move it back. Remember it is not the most important part of your presentation, the focus is on the presenter and their presentation.
 - Print slides out and film at a closer angle.
 - Use posters.
 - Upload your powerpoint with video and judges can follow along with powerpoint and they watch your video.
- Face the window or another light source. You can also set up outside to record your presentation.
- If you have glasses, make sure that you can't see the reflection of the window in them so that we can still see your eyes.
- Make sure you have a non-distracting background (not busy and not a lot of people walking around behind it).
- Use earbuds with a microphone to improve your audio if needed.
- Please save video's as .mp4 or .mov .
 - These are universal files that we should be able to download and watch.
- Videos should be 10GB or less.
- Videos should be 7-12 minutes total.