



TIPS FOR RECORDING YOUR 4-H PUBLIC PRESENTATION

*Presenting to a camera is different from presenting to a live audience.
Here are some tips for recording your public presentation on a smartphone.*

HAVE EVERYTHING YOU'LL NEED

Have your presentation materials ready. Any note cards, props or visual aids you'll need should be within reach.

FIND A GOOD LOCATION

Choose a quiet place to give your presentation. *You don't want to be distracted or interrupted!*

POSITION YOUR PHONE

Consider how you will keep your phone steady. This can be as simple as stacking books on a table and propping your phone against them, or using a camera tripod, if you have one.

Try to keep the camera lens a little below eye level; you should be looking slightly downward towards the lens.

SETTING UP YOUR PHONE

In your phone's settings, switch it to *Airplane Mode*. This will prevent you from being disturbed by interruptions or calls during recording.

Turn your phone sideways in Landscape (horizontal) mode, not Portrait (vertical) mode.

Have the camera's screen facing towards you. You'll be using the front-facing camera. (You may want to have someone help you position yourself.)

CLEAN THE CAMERA LENS

Phones pickup all kinds of smudges during daily use. You can use a soft cloth to wipe it off. (Microfiber cloths, used for cleaning glasses, are great for this!)

CONFIGURE YOUR PHONE TO RECORD

Make sure you have enough space to record. You shouldn't need more than a gigabyte (GB) for your presentation. Your phone may allow you to record at a very high resolution, but a smaller file will be easier to upload later. Check your camera's settings and use the lowest resolution (720p on iPhone, 1280 x 720 on Android)

Set your phone's camera app to video mode and switch to the front facing camera (*aka Selfie mode*)

FRAME YOUR SHOT AND SET SOME LIGHTING

Make sure your phone is horizontal and level.

Position yourself in the shot, slightly off from the center.

(This assumes your phone's camera is positioned just above the screen when the phone is in portrait mode.)

Use ceiling lights, floor or table lamps to make sure you're well lit. Move lights around to see what looks best when you're in position.

Alternatively, you can record with a window providing light from the side.

RECORD A TEST

Hit record and make a quick test video. Play it back to make sure you can be heard. (It's easier to make adjustments now...*than finding out after your presentation!*)

It's good to rehearse any moves to make sure you've allowed enough space that you won't go in and out of frame.

ACTION! TIME TO RECORD

Look at the phone's lens-*not the screen*. This allows you to keep eye contact with your viewers.

WHEN YOU START:

Hit Record, get into your position, and set yourself (count to three in your head), and start

WHEN YOU FINISH:

You won't be able to take questions as you would with an in-person presentation. So, hold your position, look into the phone's lens, say something to indicate you're finished (ex. *Thanks for listening to my presentation on_____*) count to three again in your head and then click the Record button off.