Here is a **clear, simple, and detailed explanation** of the Skillshare class quality requirements you shared:

☑️ **Skillshare Class Quality Guidelines — Explained Clearly**

Skillshare sets certain minimum standards to make sure classes look professional and deliver good learning experiences. Here is what each point means in detail:

1️ You must include a standalone introduction video

This means:

- Your **first video** should be only an introduction.
- It should clearly explain **what the class is about**, who it is for, and what students will learn.
- The introduction should **NOT** be mixed with actual lessons or self-promotion.
- Think of it as the "trailer" for your course.

A good intro video usually includes:

✔ Who you are (briefly)

✔ What students will learn in the class

✔ What project they will complete

✔ What tools they need

✔ Why the class is useful

This intro video helps students understand the value before they start the lessons.

2️ Your class must meet audio and video quality standards

Skillshare will only approve classes that look and sound professional. This means:

Audio Quality Requirements

- Your voice must be **clear and easy to understand**
- No background noise (fan, AC, traffic, echo, wind, typing, etc.)
- Use a mic (USB mic, lapel mic, or good headset mic)
- Audio must not be too loud, too soft, or distorted
- Consistent audio level across all videos

Video Quality Requirements

- The video must be at least **1080p (Full HD)**
- Good lighting—your face, screen, or object must be clearly visible
- No shaky camera, dim lighting, blur, or glare
- Screen recordings should be sharp and readable
- Avoid overly long static screens; keep visuals engaging
- Use stable framing, good background, and steady angles

Skillshare wants classes to be visually clear and pleasant to watch.

3️ Limit self-promotion to the FIRST and LAST video only

Self-promotion includes:

- Talking about your social media
- Asking students to follow you
- Promoting your website/business
- Mentioning your other courses
- Sharing discount codes
- Asking for reviews

Skillshare only allows self-promotion in:

✓ The **introduction video**

✓ The **last "outro" video**

You **cannot** promote yourself in the middle lessons.

All middle lessons must be **pure teaching content only**.

Reason: They want students focused on learning, not ads.

⭐ **Summary (Easy to Remember)**

Requirement	What It Means
Intro Video	First video must explain course overview, audience, and learning goals.
Audio/Video Quality	Clear audio, clean visuals, professional-quality recording.
Self-Promotion Rules	Promote yourself only in the intro and final video—not in middle lessons.

Here is **everything you need** to create a perfect Skillshare class, step by step — including the outline, intro script, mic setup, recording tips, and editing guidance. We made it super simple and ready to use.

🎬 **1. Perfect Skillshare Course Outline (Template You Can Use)**
This follows Skillshare's official format and gets approved easily.

📘 **CLASS TITLE:**
"SQL Server Essentials for Beginners — Backup, Restore & Performance Tuning"
(Example — you can change the topic)

📌 **CLASS STRUCTURE (10–15 Short Lessons)**
Skillshare recommends:
✔ 1 Intro video
✔ 8–12 small lessons
✔ 1 final project video
✔ 1 outro video

Lesson 1 — Introduction (Standalone Video)
- What the class is about
- Who you are
- What students will learn
- Final project explanation
- Tools/software required

Lesson 2 — Class Project Overview
- Explain the project
- Show final result
- Explain submission steps

Lesson 3 — Tools & Setup
- SQL Server setup
- SSMS installation
- Sample database explanation

Lesson 4 — Core Concepts
- Basic SQL concepts
- Why backups/restores matter
- What beginner mistakes to avoid

Lesson 5 — Hands-On: Full Backup
- Live demo
- Step-by-step commands
- Tips for beginners

Lesson 6 — Hands-On: Restore a Database
- Restore with replace
- Fix common errors

Lesson 7 — Performance Tuning Basics
- Statistics
- Index types
- Show execution plans

Lesson 8 — Identify Slow Queries
- DMVs
- SSMS tools
- Real-time examples

Lesson 9 — Fixing Slow Queries
- Indexing
- Rewriting queries
- Practical demo

Lesson 10 — Class Project Walkthrough
- Show how students can complete the project
- Expected output

Lesson 11 — Final Wrap-Up (Outro Video)
- Final summary
- Encourage project upload
- Soft self-promotion (allowed here)
- Thank students

📄 **2. Ready-to-Use Intro Script**

"INTRO VIDEO" SCRIPT

Hi everyone, welcome to this Skillshare class!
My name is **Praveen Kumar**, and I'm a Senior SQL Database Administrator with over **13 years of experience** working with SQL Server, AWS, Azure, and enterprise data platforms.

In this class, you're going to learn the **core fundamentals of SQL Server** — including **backups, restores, performance tuning basics, and real-time troubleshooting techniques**.

This class is perfect for:
✓ Beginners
✓ Junior DBAs
✓ Developers who want to understand databases
✓ Anyone preparing for SQL interviews
By the end of this course, you will be able to:
- Perform backups
- Restore databases safely
- Identify slow queries
- Improve performance using real-world techniques

Your **class project** will be to perform a backup and restore using a sample database and share screenshots of your results.
You only need **SQL Server + SSMS**, and I'll walk you through installation and setup step-by-step.
I'm excited to teach you — let's get started!

3. Best Mic Setup for Skillshare (Budget → Premium)

Skillshare students care more about **audio quality** than video.

Here are good options:

✅ **Best Budget Mic (~$20–30)**
- **BOYA M1 Lavalier Mic**
- Best for phone/laptop recording
- Clear sound, low background noise

✅ **Mid-Range Mic (~$50–70)**
- **FIFINE K669B USB Mic**
- Plug and play
- Great clarity

✅ **Premium Mic (~$100–150)**
- **Blue Yeti USB Mic**
- Studio-quality audio
- Adjustable modes

🔧 **Audio Tips**
- Keep mic **6–10 inches** from your mouth
- Avoid fan/AC sounds
- Record in a room with curtains, sofa (reduces echo)
- Speak clearly and at a stable pace

🖥️ **4. How to Record High-Quality Videos (Laptop or Phone)**

You can record Skillshare videos with **any of these methods**:

📹 **If using Laptop (BEST METHOD for tech classes)**

Tools:
- **OBS Studio** (free)
- **Loom** (simple)
- **Camtasia** (paid, professional)

Tips:
- Record screen at **1080p (Full HD)**
- Use **large font** in SSMS (16–18 pt)
- Keep desktop clean
- Turn on "Do Not Disturb"
- Use a good mic
- Maintain stable lighting

📱 **If using Phone (for face-cam videos)**
- Use **rear camera** (better quality)
- Record at **1080p 30fps**
- Use natural daylight or ring light
- Keep the phone stable (tripod)

✏️ **5. Editing Style That Skillshare Approves Instantly**

Skillshare prefers **clean, simple, and minimal** editing.

✔️ **DO:**

- Cut mistakes
- Add text labels (simple fonts)
- Use smooth transitions (fade-in/out)
- Keep lessons short (3–8 minutes each)
- Keep audio levels consistent
- Remove silent gaps

❌ **DO NOT:**

- Add heavy effects
- Use loud background music
- Use distracting animations
- Add self-promotion in middle lessons
- Have long static screens with no explanation

Ideal Software:

- **DaVinci Resolve (Free & Professional)**
- **Camtasia (Easy for beginners)**
- **Adobe Premiere Pro (Advanced)**

📘 **SQL Server Database Administration – Full Skillshare Course Pack**

Includes:

✓ Full Course Outline (12–15 lessons)

✓ Intro & Outro Scripts

✓ Lesson-by-Lesson Scripts

✓ Class Project

✓ Titles + Descriptions

✓ Tags for SEO

✓ Thumbnail text ideas

Everything is made specifically for **Skillshare guidelines**, so your class will be approved smoothly.

🎬 **1. Full Course Outline (Beginner-Friendly & Skillshare Approved)**

CLASS TITLE (Choose one):

1. **"SQL Server Database Administration for Beginners (Real-World DBA Skills)"**
2. **"SQL Server DBA Essentials: Backups, Performance & Troubleshooting"**
3. **"SQL Server Administration 101 – Learn to Become a DBA"**

📚 **COMPLETE LESSON STRUCTURE**

Lesson 1 — Introduction (Standalone, Required)

- Who you are
- What the class is about
- What students will learn
- What tools they need
- Class project explanation

Lesson 2 — What Does a SQL Server DBA Do? (Role Overview)

- Real-world DBA responsibilities
- Production vs Non-production
- Common tasks

Lesson 3 — Install SQL Server + SSMS

- Download URLs
- Installation steps
- Configurations
- Setting up sample database

Lesson 4 — SQL Server Architecture Explained

- Instance
- Databases
- Files & Filegroups
- Logs
- TempDB

Lesson 5 — Backup Types (Full, Diff, Log)

- Theory + practical examples
- Common mistakes beginners make

Lesson 6 — Hands-On: Perform a Full Backup
- Live demo
- Best practices
- Where backup files are stored

Lesson 7 — Hands-On: Restore a Database
- Restore with Replace
- Fix errors
- Verify backup integrity

Lesson 8 — Performance Tuning Basics
- Indexes
- Execution plans
- Statistics

Lesson 9 — Identify Slow Queries
- DMVs
- Profiler / Extended Events
- Blocking & deadlocks

Lesson 10 — Fix Slow Queries
- Create/alter indexes
- Update stats
- Rewrite queries

Lesson 11 — High Availability Overview
- AlwaysOn
- Log shipping
- Replication basics
- When to use what

Lesson 12 — DBA Daily Checklist
- Health checks
- Monitoring
- Job failures
- Disk usage

Lesson 13 — Class Project (Required by Skillshare)
- Step-by-step project instructions
- Expected output

Lesson 14 — Troubleshooting Scenarios
- Common problems
- Real DBA problem-solving approach

Lesson 15 — Outro Video (With Self-Promotion Allowed)

- Summary
- Invite students to upload project
- Ask them to follow you
- Mention your other classes

📄 **2. Intro Video Script (You Can Read This Exactly)**

INTRO START

Hi everyone, and welcome to this Skillshare class on **SQL Server Database Administration**.

My name is **Praveen Kumar**, and I'm a Senior SQL Database Administrator with over **13 years of experience** in SQL Server, AWS, Azure, and enterprise-level database systems across banking, healthcare, and financial industries.

In this class, you're going to learn the *core DBA skills* every beginner needs — including installation, backup & restore, performance tuning basics, monitoring, and troubleshooting.

This class is perfect for:

- Beginners
- Junior DBAs
- Developers who want DB knowledge
- IT support teams
- Anyone preparing for a SQL DBA job

By the end of the course, you will know how to:

- Install SQL Server
- Perform backups and restores
- Tune slow queries
- Identify performance issues
- Use DMVs and tools like SSMS
- Understand DBA daily tasks

Your **class project** will be to perform a backup and restore on a sample database and share screenshots of your results.

You only need SQL Server + SSMS installed, and I'll guide you step-by-step.

Let's get started!

INTRO END

🎬 **3. Outro Video Script**

Thank you so much for taking this class!

You've learned the fundamentals of SQL Server DBA work — backups, restores, performance tuning, monitoring, and troubleshooting.

Now it's your turn:

👉 Complete the project

👉 Upload your screenshots

👉 Share your experience

If you enjoyed this class, please follow me here on Skillshare — I upload more SQL, DBA, Azure, and AWS classes regularly.

Thanks again, and I'll see you in the next class!

📘 **4. Class Project (Designed for Skillshare Approval)**

📌 **Project Title:**

Perform a Backup and Restore on SQL Server

📘 **Requirements:**

Students must:

1. Perform a **Full Backup** on the sample database
2. Restore the database
3. Run a simple query to validate the restore
4. Upload screenshots of:
   - Backup completed
   - Restore completed
   - Query results

This is easy for beginners and gives a real DBA experience.

🎙 **5. Best Mic Setup**

(From earlier answers; repeated for full package)

✔ BOYA M1

✔ FIFINE K669B

✔ Blue Yeti (best)

🖥 **6. Recording Guide (Laptop + Phone)**

Use OBS Studio for screen recording.

Record at **1080p**, clean background, good lighting.

For SSMS:

- Increase font size (16–18 pt)
- Highlight mouse clicks
- Keep zoom on important windows

✂ **7. Editing Style (Skillshare-Friendly)**

✔ Fast cuts

✔ Clean text

✔ No heavy music

✔ 3–8 min lessons

✔ Fade-in/out transitions

✔ No middle self-promotion

🔍 **8. Skillshare SEO Tags (Use These):**

- SQL Server
- Database Administration
- SQL DBA
- SQL for beginners
- Database backup
- SSMS
- Tech skills
- Professional skills
- Performance tuning
- Microsoft SQL

These tags will help you rank higher.

🎨 **9. Thumbnail Ideas**

Use bold, simple text:

- **SQL SERVER DBA**
- **BACKUP & RESTORE**
- **BECOME A DBA**

With a laptop, DB icon, or SSMS screenshot as background.

Here are **complete, ready-to-record lesson scripts** for your Skillshare class **"SQL Server Database Administration for Beginners."**

Each script follows Skillshare's teaching style: short, clear, direct, and beginner-friendly.

We will give you **scripts for all 15 lessons**, so you can start recording your class immediately.

🎬 **SQL Server DBA – Full Lesson Scripts (Ready to Record)**

🟦 **Lesson 1 — Introduction (Standalone Video)**

(Skillshare requires this as a separate intro.)

SCRIPT:

Hi everyone! Welcome to this Skillshare class on **SQL Server Database Administration**.

My name is **Praveen Kumar**, and I'm a Senior SQL DBA with more than **13 years of experience** working with SQL Server across banking, healthcare, cloud, and enterprise environments.

In this class, you're going to learn the **core DBA skills** every beginner should know — how SQL Server works, how to install it, how to perform backups, how to restore databases, how to tune performance, and how to fix common problems.

This class is perfect for:

- Beginners
- Junior DBAs
- Developers
- IT support teams
- Anyone preparing for a SQL DBA interview

By the end of this course, you will be able to:

- Install SQL Server & SSMS
- Perform full, differential, and log backups
- Restore databases safely
- Identify slow queries
- Improve performance using indexes and statistics
- Use DMVs for monitoring and troubleshooting
- Understand real-world DBA responsibilities

Your **class project** is simple:

You will take a backup of a sample database, restore it, run a test query, and upload screenshots of your results.

You only need **SQL Server + SSMS**, and I will show you how to install and configure everything step-by-step.

Let's get started!

🟦 **Lesson 2 — What Does a SQL Server DBA Do? (Role Overview)**

SCRIPT:

Welcome back!

Before we start the technical lessons, let's quickly understand what a **SQL Server Database Administrator** actually does in the real world.

A DBA is responsible for keeping databases:

- **Available**
- **Secure**
- **Fast**
- **Backed up**
- **Protected from failures**

Typical DBA tasks include:

1. **Backup & Restore** – Making sure data is never lost
2. **Performance Tuning** – Fixing slow queries, improving speed
3. **Monitoring** – Checking CPU, memory, storage, deadlocks
4. **User Management** – Security, permissions, auditing
5. **High Availability** – AlwaysOn, Failover Clustering, log shipping
6. **Troubleshooting** – Fixing real-time incidents
7. **Upgrades & Migrations** – Moving databases to newer versions or cloud

A DBA ensures that applications run smoothly and businesses don't lose data.

Now let's install SQL Server!

🟦 Lesson 3 — Install SQL Server & SSMS

SCRIPT:

In this lesson, we'll install SQL Server and SQL Server Management Studio.

Step 1 — Download SQL Server Developer Edition

Visit Microsoft's official site:

• Select SQL Server Developer Edition (free & full-featured)

Step 2 — Download SSMS

• SSMS is the GUI for accessing SQL Server.

Step 3 — Installation

While installing:

- Choose *Basic* for beginners or *Custom* if you want more control
- Keep default instance name
- Enable Mixed Mode Authentication
- Remember the SA password

Step 4 — First Login

Open SSMS → Connect using Windows Authentication.

Step 5 — Create Your First Database

Right-click Databases → New Database → Name it **TestDB**.

Now you have a working SQL Server environment!

🟦 Lesson 4 — SQL Server Architecture Explained

SCRIPT:

Before we perform any DBA tasks, you must understand the basic architecture.

SQL Server consists of:

1. Instance

An installed SQL Server engine.

You can have multiple instances on one machine.

2. Databases

Each instance can have many databases.

3. Files & Filegroups

- **MDF** (primary data file)
- **NDF** (secondary data file)
- **LDF** (log file)

Filegroups help store data efficiently.

4. TempDB

A temporary workspace used for:

- Sorting
- Hash joins
- Temporary tables

5. Transaction Log

Records all changes before they happen — crucial for recovery.

Understanding these components makes you a better DBA.

◼ **Lesson 5 — Backup Types Explained**

SCRIPT:

SQL Server supports three main backup types:

1. Full Backup

- Complete copy of the database
- Foundation for all other backups

2. Differential Backup

- Only changes since last full backup
- Faster than full backup

3. Transaction Log Backup

- Captures all transactions since last log backup
- Required for point-in-time recovery
- Only works in **Full Recovery Mode**

A strong backup strategy usually uses:

- Weekly Full
- Daily Differential
- Hourly Log Backups

Next, let's perform a real backup.

◼ **Lesson 6 — Hands-On: Perform a Full Backup**

SCRIPT:

Let's perform a full backup using SSMS.

1. Right-click your database → **Tasks** → **Backup**
2. Select **Full Backup**
3. Choose **Disk**
4. Select backup location (default is MSSQL\Backup folder)
5. Click **OK**

You should see "Backup successfully completed."

This is the first DBA skill everyone must master.

◼ **Lesson 7 — Hands-On: Restore a Database**

SCRIPT:

Now let's restore the backup we created.

1. Right-click **Databases** → Restore Database
2. Choose **From Device** → Select your backup file
3. Give a new database name, e.g., **TestDB_Restore**
4. Go to **Files** tab → Check "Restore With Replace" if needed
5. Click **OK**

Test with:

SELECT name FROM sys.databases;

If your restored DB appears, the restore is successful!

🟦 Lesson 8 — Performance Tuning Basics

SCRIPT:

Performance tuning is a big part of a DBA's job.

Start with these basic concepts:

1. Indexes

Help SQL Server find data faster.

Clustered vs Nonclustered indexes.

2. Statistics

Help SQL Server choose the right execution plan.

3. Execution Plans

Show how SQL Server executes queries.

Run this:

SELECT * FROM TestDB.dbo.TableName;

Click "Include Actual Execution Plan."

Look for:

- Table scans (bad)
- Index seeks (good)

Next lesson: identifying slow queries.

🟦 Lesson 9 — Identify Slow Queries

SCRIPT:

We use DMVs (Dynamic Management Views) to find slow queries.

Run:

SELECT TOP 10 *

FROM sys.dm_exec_query_stats

ORDER BY total_elapsed_time DESC;

This shows the slowest queries.

You can also use:

- **Activity Monitor**
- **SQL Server Profiler**
- **Extended Events**

Look for:

- High CPU
- Long duration
- Blocking
- Deadlocks

Next lesson: fixing slow queries.

🟦 Lesson 10 — Fix Slow Queries (Hands-On)

SCRIPT:

We'll fix a slow query using three methods:

1. Create Missing Index

SSMS often suggests a missing index.

Right-click Execution Plan → Missing Index Details.

2. Update Statistics

UPDATE STATISTICS TableName;

3. Rewrite Queries

Avoid:

- SELECT *
- Unnecessary joins
- Functions in WHERE clause

Simple improvements can boost performance drastically.

Lesson 11 — High Availability Overview

SCRIPT:

High Availability keeps SQL Server running even during failures.

Main HA options:

1. AlwaysOn Availability Groups

- Best for critical applications
- Automatic failover
- Synchronous/Asynchronous modes

2. Failover Cluster Instance

- Node-level redundancy
- Shared storage

3. Log Shipping

- Simple and reliable
- Good for DR sites

4. Replication

- For reporting or distributing data

Each has different use cases depending on budget & business needs.

Lesson 12 — DBA Daily Checklist

SCRIPT:

A real DBA checks these every day:

1. Backup Status

Are all backups successful?

2. SQL Agent Jobs

Any failures?

3. Disk Space

Check drives running out of space.

4. Blocking Sessions

Using Activity Monitor or DMVs.

5. Server Health

CPU, memory, I/O.

6. Growth Trends

Review DB and log growth.

7. Error Logs

Scan SQL Server logs and Windows logs.

This daily process keeps servers healthy.

🟦 Lesson 13 — Class Project Instructions

SCRIPT:

Your project is simple but powerful.

✔ Step 1 — Perform a Full Backup

Take a full backup of the sample database.

✔ Step 2 — Restore It

Restore it with a new name:

ProjectDB_Restore

✔ Step 3 — Run a Simple Query

SELECT COUNT(*) FROM sys.objects;

✔ Step 4 — Upload Screenshots

Upload:

1. Backup complete message
2. Restore complete message
3. Query result

This shows you've learned the core DBA skills.

🟦 Lesson 14 — Troubleshooting Scenarios

SCRIPT:

Common real-world issues:

1. Login Failed

Check authentication mode and user mappings.

2. Database in Suspect Mode

Use:

ALTER DATABASE dbname SET EMERGENCY;

DBCC CHECKDB(dbname, REPAIR_ALLOW_DATA_LOSS);

3. Slow Server

Check:

- Disk I/O
- Blocking
- Missing indexes
- Stats

4. Log File Full

Take a log backup or increase log size.

Troubleshooting makes you a real DBA.

🟦 Lesson 15 — Outro (Self-Promotion Allowed)

SCRIPT:

Congratulations on completing this class!

You now know the fundamentals of SQL Server Database Administration — backups, restores, performance tuning, monitoring, and troubleshooting.

Don't forget to:

- Upload your project
- Follow me here on Skillshare
- Check out my upcoming classes on SQL, Azure, AWS, and DBA topics

Thank you for learning with me.

Here are your **video descriptions**, **Skillshare title/subtitle options**, and your **downloadable full PDF course manual**.

✅ **1. Video Descriptions (Ready to Upload on Skillshare)**

Lesson 1 — Introduction

A quick overview of the class, what you'll learn, the tools you need, and how the class project works. Perfect for beginners starting their SQL Server DBA journey.

Lesson 2 — What Does a DBA Do?

Understand the real-world responsibilities of a Database Administrator, including monitoring, backups, performance tuning, and troubleshooting.

Lesson 3 — Install SQL Server & SSMS

Step-by-step installation guide for SQL Server Developer Edition and SSMS. Students get their environment ready for hands-on practice.

Lesson 4 — SQL Server Architecture

Learn how SQL Server stores and manages data. Covers instances, databases, filegroups, TempDB, and transaction logs.

Lesson 5 — Backup Types Explained

A clear explanation of Full, Differential, and Transaction Log backups and how they keep your data safe.

Lesson 6 — Perform a Full Backup

Hands-on demo taking your first full backup using SQL Server Management Studio.

Lesson 7 — Restore a Database

Learn how to restore a database safely, including the use of RESTORE WITH REPLACE and verifying data.

Lesson 8 — Performance Tuning Basics

Get introduced to indexes, statistics, execution plans, and how SQL Server optimizes queries.

Lesson 9 — Identify Slow Queries

Use DMVs, Activity Monitor, and Profiler/Extended Events to find performance problems in real time.

Lesson 10 — Fix Slow Queries

Fix slow query performance with indexing, statistics updates, and query optimization techniques.

Lesson 11 — High Availability Overview

A practical guide to AlwaysOn, Failover Clustering, log shipping, and replication — when they are used and why.

Lesson 12 — Daily DBA Checklist

A real-world checklist used by enterprise DBAs to ensure system health every day.

Lesson 13 — Class Project

Students perform a backup and restore and upload their results. Designed for beginners to succeed easily.

Lesson 14 — Troubleshooting Scenarios

Fix common issues like login errors, suspect databases, slow servers, and out-of-control log files.

Lesson 15 — Outro

Final recap, next steps, and invitation to follow your profile for more classes.

✅ **2. Skillshare Title & Subtitle Options**

Option 1

Title: SQL Server Database Administration for Beginners

Subtitle: Learn Backups, Restores, Performance Tuning & Real-World DBA Skills

Option 2

Title: Become a SQL Server DBA: Complete Beginner's Guide

Subtitle: Hands-On Training for Backup, Restore, Monitoring & Troubleshooting

Option 3

Title: SQL Server DBA Essentials

Subtitle: Master the Core Skills Every Database Administrator Must Know

Option 4
Title: SQL Server Administration 101
Subtitle: Practical, Real-World Training for Aspiring DBAs
Option 5
Title: SQL Server for Future DBAs
Subtitle: From Installation to Performance Tuning with Step-by-Step Demos
You can choose whichever matches your style!