**Video lesson write up**

**Video contents with the course are as follows:**

1. For the video contents of your course, first make a **detail plan** in a spread sheet (MS Excel: [Template provided here](file:///D:\Anodiam\Content%20Collection\Content%20CollectionPlanning.xlsx)).
2. Each of your video lessons should be a minimum of 5 mins to a maximum of 30 mins with an average of **15 to 20 mins**.
3. Your plan should detail out each video lesson as a **sequence of scenes**, each of which can be few seconds to few minutes long. Following is a suggestive example:

* In one scene you might stand in front of the camera and give an introduction to the chapter.
* In the next scene you may show a diagram and describe it with voice over.
* In the following scene you might work out some numerical on a black board or light board setup.
* In a final scene you may discuss some suggestive/probable exam questions and their answers.

**Content Creation Process**

* + - 1. Video has to be created for every chapter in the syllabus.
      2. Camera should be personified during recording.
      3. Attire needs to be simple, single coloured, matching with the tone of background.
      4. Few sets of dresses/shirts needs to be carried while going for the video shoot.
      5. Simple make up should be done.
      6. Grooming should be taken care of.
      7. Direction of the video director should be followed.
      8. Discuss with the videography team about the flow of the video so that there will be alignment between everyone in the team.
      9. Making videos with the help of videography team.
      10. Editing will be done with the help of editors using croma videos.
      11. Videos should be sent to content review team to make sure that the syllabus is thoroughly delivered.
      12. Retake could be needed if there is any point raised by the content review team to make sure the best quality of the course curriculum.
      13. Videos will be sent to the video review team to check the video quality.
      14. Retake could be needed if there is any point raised by the video review team to make sure the best quality of the video. (e.g Illumination quality/sound quality/ picture quality/ Voice modulation/ Flow of the video etc.)