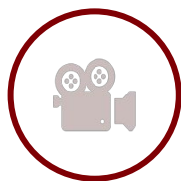## UCPE Support for Video Recording

We provide consultation and coaching sessions to discuss one-on-one your technical set up, provide recommendations and feedback on test videos, and help you configure your software. We can also supply advanced equipment to record at home and video-editing.

Technical Recommendations

- Length: Keep each video between 5-8 minutes
- Camera Resolution
  - 30fps at 1080p (=1920x1080) is ideal.
  - 30fps at 720p (=1280x720) is next best and not a big compromise—most learners will be watching in windows embedded in Canvas (you will need to do this if you use Camtasia, which restricts you to 5 fps at 1080p).
- Recording each stream (camera and screen) independently is best for editing purposes.
- UCPE Support: We handle all editing, adding in an intro and outro, cleaning up the sound, and making useful cuts when possible (for example, when you pause to open up your PowerPoint or move to turn recording off).

Stylistic Recommendations

- For the faculty introduction videos, avoid talking over slides
- For other videos, the following look is suggested.
  - **Opening**: Begin by briefly introducing what you are going to be discussing, without using onscreen visuals.
  - **Lecture**: Next, start talking over visuals if you are using them. This section will feature on screen, for example, your PowerPoints or demo, and no video of you.
  - **Closing**: End the video with some concluding remarks, perhaps looking ahead to the next video or exercise. Like the opening, this will not feature visuals.

The strategy is to build a rapport with learners and let them connect with you as an embodied human, while avoiding placing you as a talking head in a box. In editing, we can cut out shifts to and from the screenshare.

Recording Platforms

Both Panopto and Camtasia are adequate platforms for video recording purposes. There are some similarities and differences but selecting the platform will depend on how much editing you want to do and how you would like to deliver that recording.

- [Panopto Capture](#) is a web-based tool that you can use to record videos. We have found it less clunky to use than the Panopto application that runs locally.
- **Camtasia** is a popular tool used in education to record and edit videos. Camtasia provides some editing features beyond Panopto, if you are interested in that (e.g., adding annotations, animate elements and interactive features).
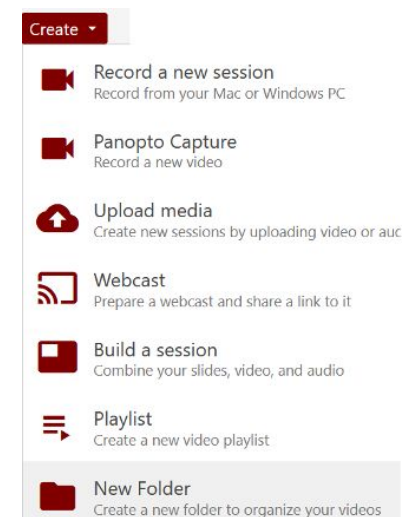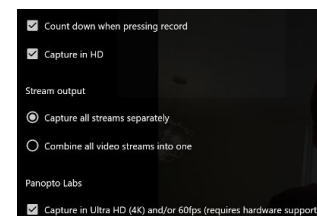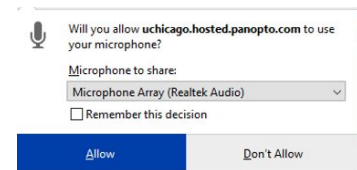
Panopto Capture

1. To get started, log into Panopto, select the red 'Create button' and select Panopto Capture:

2. When you use Panopto, you will need to grant access to use your microphone and camera:

3. You will also need to adjust some settings to record high-quality video. Select the gear icon in the lower-right corner, and make sure the following options are selected:

4. Your webcam will be activated by default; to capture your screen, click the box with a monitor with a plus in it:

5. Once your videos are created, you will need to create a folder in Panopto and invite an editor to it as a "creator". This will allow your editor to manipulate and download the streams individually (otherwise, they will only be able to download the composite stream).

   To do this on the Panopto Website, select the red Create button and select New Folder.
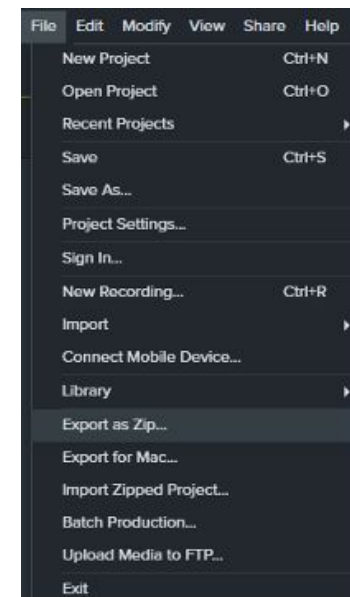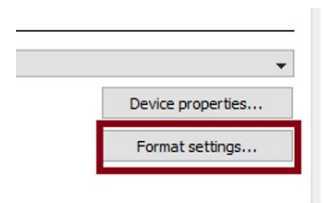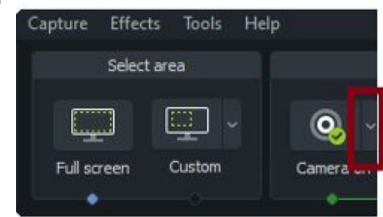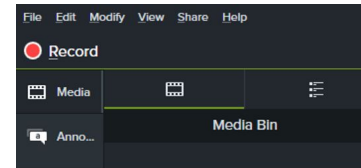
   Name it, and then select "Create Folder". You will immediately be brought to a screen asking you to share it. Enter the email of the person with whom you want to share. Then, in the permissions dropdown, select "Create":

Camtasia

1. To begin recording, open Camtasia, create a new project, and select the record button in the upper-left corner:

2. You will want to select the space on the screen you will be capturing. Mostly likely, you will be capturing your entire screen and can select "Full Screen"

3. Set your camera settings. To do this, select the carrot beside the camera in the recording panel:

4. Select Options from the drop down. Then in the pop-up, select format settings and set the resolution to 1280x720, and fps to 30.

5. After you record, Camtasia will try to automatically composite the video for you. Probably, the capture from your webcam will be a tiny box in the corner. Your recording hasn't been compressed! Camtasia has just resized it on the canvas, because it thinks you want a head in a box.

6. To share your recordings with your editor, go under "File" and select "Export as Zip"

7. An archive will be created that contains: (1) a copy of the Camtasia project; and (2) the media files used in the project (these may be put in a container file that Camtasia uses, .trec or .camrec). You can share this archive with your editor on Box, who will be able to use your original media to make edits and composite.

Video	Audio	Presentation
Framing: Position the camera so that your face is about in the middle of the frame, with your eyes and forehead encroaching into the top third. If possible, try to capture your hands as well so viewers can see your gesticulations.	**Good audio is more important than good video**. Everyone is accustomed to streaming mediocre video on their phones, and mediocre video can be fixed to some extent (by overlaying images and slides etc.). Bad audio is hard to sit through and impossible to fix.	**Emote—even over-emote**: conveying enthusiasm and emotion is one of the most important things here. This may mean smiling, gesticulating, and exaggerating your excitement and tone of voice. It may also mean stating your emotions: "I'm very excited…" etc.
Lighting: Light should come towards your face (if you're using a lamp or right light, set it beside or behind your camera); avoid lighting coming from behind you.	**Mics**: lapel mics are the most forgiving. Other external mics can work well and even sound better, but test them to make sure that you have the right environment for them: Blue Yeti mics, for example are great, but do pick up ambient noise.	**Look into the camera as much as possible.** If you are using slides or a script this can be challenging; you may need to experiment a little to find what works for you.
Background: professional while personal is best (your library with books you have written, your lab, etc.). Second best is something bland and inoffensive (e.g., a solid colored wall).	**Mic positioning**: if you use a stationary mic, be choiceful about your movement. If you move around (e.g., some presenters rock back and forth) the audio can be uneven. If you tap on your desk—or type or click with your mouse—the mic may pick this up as well.	**Keep it short and visually interesting**: A good rule of thumb is to keep videos under 7-8 minutes. Also recommend getting creative with what you show and how you present it—e.g., annotating slides with a tablet and stylus is a good way to make a PowerPoint a little more dynamic.