

Angel Introduction: Camera and Video Mixer

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<https://github.com/voc/engelschulung>

General

- We will stream, record and publish all talks with your help
- You can operate the cameras and video mixer
- We (people from c3voc) will be there to help
- The live stream video signal will also be the final recording
- We aim for consistent quality, but everybody make mistakes – don't blame yourself!

Angeltypes

Angeltypes

- A/V Angels:
 - Camera Angels
 - Video Mixer Angels
- A/V Technician
- C3VOC Crew
- External Crew
- Stage Manager

A/V Angel: Role Camera

- One camera angel per camera in each lecture hall
- Operate the cameras in the lecture halls
- Maintain good camera settings

A/V Angel: Role Video Mixer

- One person per lecture hall
- Operate the video mixer to produce an interesting video
 - Select between cameras and slides
 - Compose pictures with multiple sources
 - You decide, which sources to show
- Mixed video feed is used for both the live-stream and the recordings
- You might get assistance by a director on challenging talks

- 2nd to n-th level support in the lecture halls.
- Responsible that stuff works
- Familiar with the equipment that is used
- Able to fix (nearly) all the issues
- Reachable via phone/ DECT

External Crew

- Does Audio Mixing and controls the lighting fixtures.
- Ensure that the stage and their equipment works
- If there is anything, just talk to them
- They are nice

A/V Technician

- Shift slots usually between big breaks
- Direct support for you in the lecture hall
- Makes sure, that speaker laptop is connected
- Should help with the speaker's headset microphone
- Communication gateway to the Stage Managers
- Your **first contact for any technical issues** in the lecture hall

Stage Manager

- Shifts together with A/V-Technicians
- Is responsible for the lecture hall operations:
 - Coordination with all teams (VOC, Heralds, Translation, etc.)
 - Crowd control
 - Time keeping
 - Last minute issues
- Carries the radio for emergency communication

Basics

Closeup Shot

- Show the head and upper part of the body
- Leave the width of one hand above the head
- Eyes should be close to the upper third line

Closeup Shot: Good Example



Figure 1: Good closeup shot

Closeup Shot: Good Example

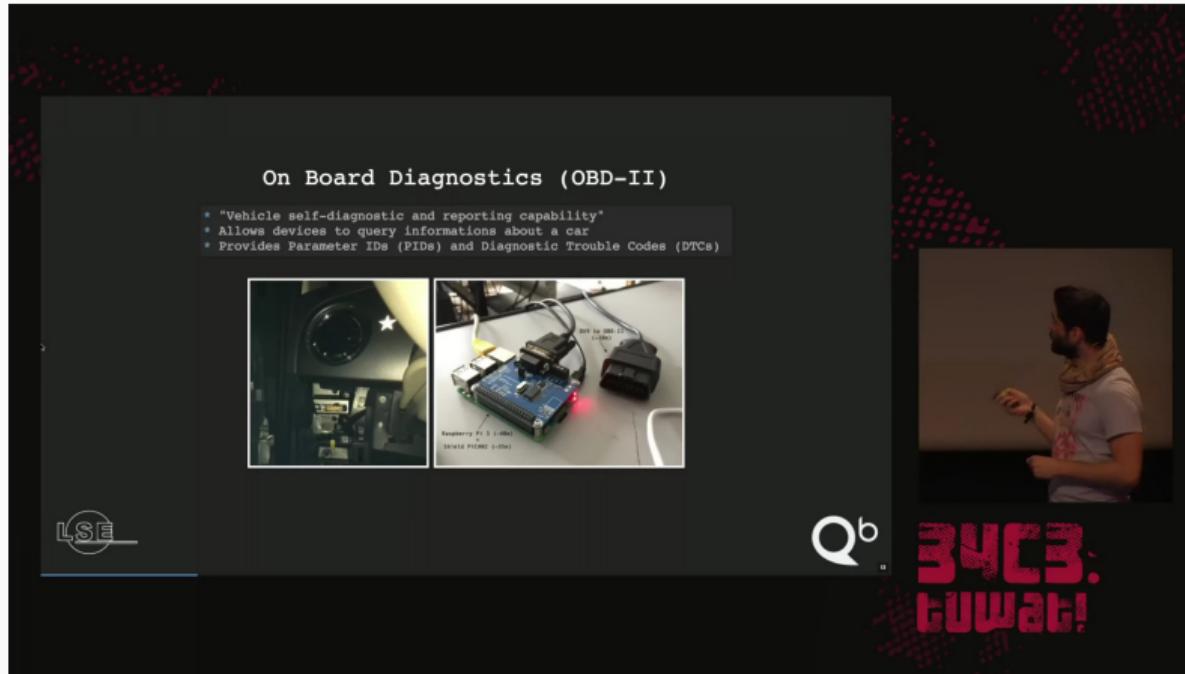


Figure 2: Good closeup in Lecture Mode

Closeup Shot: Bad Example



Figure 3: Half a head - not good

Closeup Shot: Bad Example

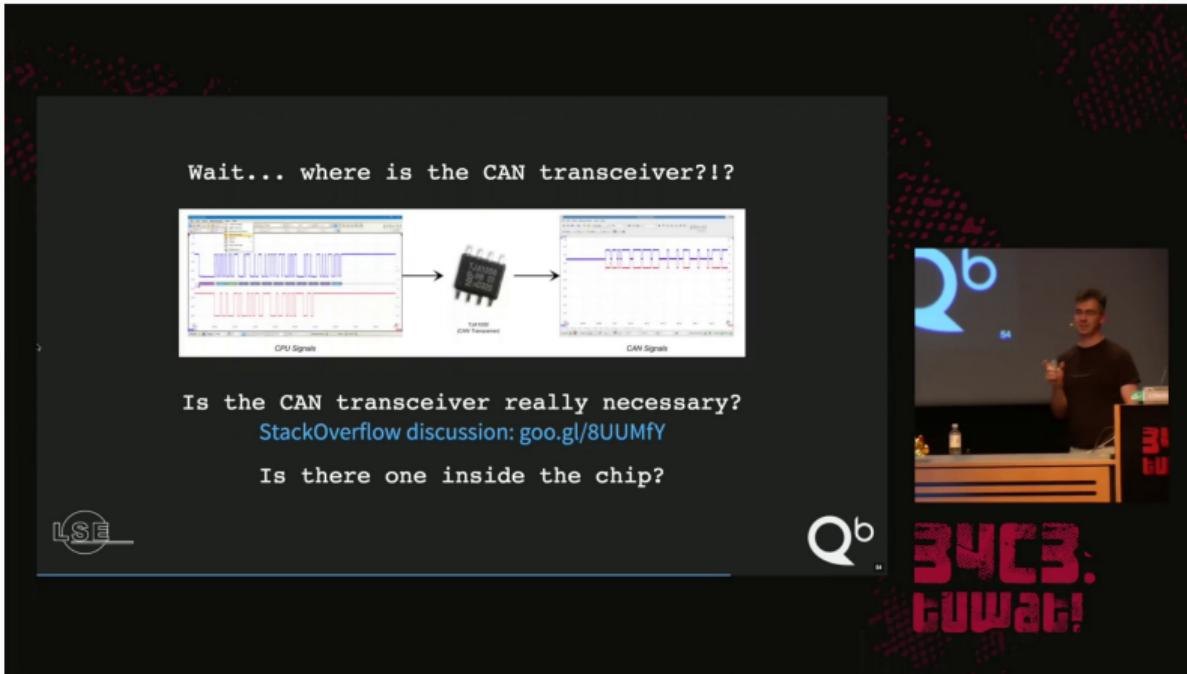


Figure 4: Too far out for a good Lecture Mode image

Medium / Wide Shot

- Show the stage and the people on it
- Heads of the crowd are OK, if it's dark enough
- Don't use the camera to show the slides - use lecture mode instead

Wide Shot: Good Example



Usual Talk Timeline

- Please be on time when your shift starts
- Get to know your fellow angels, check the camera and mixer
- Talk starts with an introduction by the herald
- Speaker starts talk
- Q&A session
- Talk ends with "thank you" and applause
- Hand over to the next angels

Timeline - Preparations

Camera

- Test your camera and tripod
- Check who is herald and speaker
- Show the stage, ideally with herald and speaker

Mixer

- Be prepared to go live
- Signal that you're ready when the talk should start

Timeline - Introduction

Camera

- Follow the herald, if necessary

Mixer

- Show the herald (and speaker)
- Put fullscreen slides on preview
- Switch to slides when announcement is finished

Timeline - Content

Camera

- Show closeup of the speaker
- Follow the speaker, if necessary

Mixer

- Show new slides as soon as they are keyed by the Speaker
- Show slides long enough (read slide 2 times)
- Use lecture mode, if possible
- Use the camera in fullscreen, if there's action on the stage
- Try to plan ahead and anticipate the next actions by the speaker

Timeline - Questions and Answers

Cameras

- Camera: Track the Speaker
- Keep tracking, don't give up even if your shift ends soon

Mixer

- Show whoever is talking on stage to the stream
- The "Thanks"-Slide can be shown from time to time
- Don't end too early

Timeline - Preparations

Cameras

- Test your camera and tripod
- Check who is herald and speaker
- Camera 1: Get a closeup of the speaker
- Camera 2: Show the stage, ideally with herald and speaker

Mixer

- Have camera 2 on program and be prepared to go live
- Signal that you're ready when the talk should start

Timeline - Introduction

Cameras

- Cam 1: Follow the speaker, if necessary
- Cam 2: Keep the herald in frame

Mixer

- Go live with Camera 2 as soon as the Herald starts
- Title slide can be shown during the introduction
- Be prepared to switch to Lecture Mode or Camera 1 as soon as the speaker starts talking

Timeline - Content

Cameras

- With intercom: Follow commands from your mixer and ask for time off, if you need to re-adjust something
- Cam 1: Follow the speaker with a closeup shot
- Cam 2: Get a medium shot of the speaker (for gestures and walking around)

Mixer

- Show new slides as soon as they are keyed by the Speaker
- Show slides long enough (read slide 2 times)
- Use lecture mode, if possible
- Use the camera in fullscreen, if there's action on the stage
- Try to plan ahead and anticipate the next actions by the speaker

Timeline - Questions and Answers

Cameras

- Cam 1: Track the Speaker
- Cam 2: Show the herald as well
- Keep tracking, don't give up even if your shift ends soon

Mixer

- Show whoever is talking on stage to the stream
- The "Thanks"-Slide can be shown from time to time
- Don't end too early

Camera Hardware

Hardware Camera Controls Panasonic



Figure 5: Panasonic Cam

Cameras are in manual mode because of difficult lighting situation.

Left Ring/red Focus - control sharpness of the image.

Middle Ring/green Zoom - vary the focal length.

Right Ring/blue Iris - will have to be adjusted throughout the day. If there is anything wrong, contact C3VOC helpdesk.

Zoom Control Panasonic



- For smooth zoom use the zoom buttons.
- Gentle touch ⇒ slow zoom
- Top Buttons fixed speed

Figure 6: Panasonic Cam

Display Indicators Panasonic



Figure 7: Panasonic Display Indicators

Rec Indicator The recording must always run, even during the break.

Focal Indicator Use only manual focus!

Remaining Time It must have enough remaining time before talk.

Alert

Alert the A/V-Technician if something's wrong.

Hardware Camera Controls JVC



Figure 8: JVC Cam

Cameras are in manual mode because of difficult lighting situation.

Left Ring/red Focus - control sharpness of the image.

Middle Ring/green Zoom - vary the focal length.

Right Ring/blue Iris - will have to be adjusted throughout the day. For lighting issues talk to the A/V tech via intercom.

Zoom Control JVC



- For smooth zoom use the zoom buttons.
- Gentle touch ⇒ slow zoom
- Top Buttons fixed speed

Figure 9: JVC Cam

Display Indicators JVC



Figure 10: Panasonic Display Indicators

Rec Indicator The recording must always run, even during the break.

Focal Indicator Use only manual focus!

Alert

Alert the A/V-Technician if something's wrong.

Tripod



- Should be level - check the water bubble.
- Variable brakes - can be adjusted to your needs.
- Tilt axis should be balanced, so that the camera doesn't tilt up or down on its own.
- Pan axis is needed all of the time. Set it so you can do smooth pans all over the stage.

Alert

Alert the A/V-Technician if something's wrong or misplaced.

Figure 11: Tripod

SD-Card Recording

- Two SD-Cards in every Camera
- Backup Recording
- Turn on Recording before first shift in the morning -> Red Dot somewhere in the Display.
- Control Recording Time remaining.

Alert

Alert the A/V-Technician if something's wrong or not running.

Video Mixer Tools

Voctomix2 - Overview

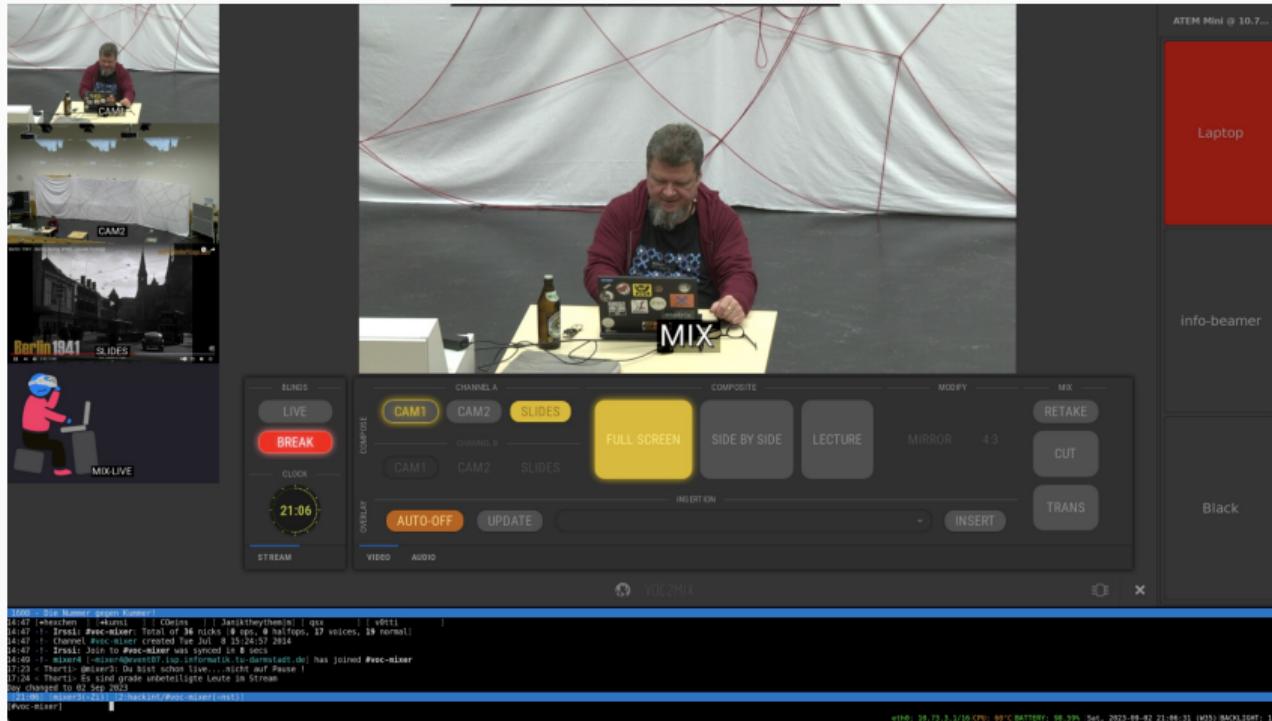


Figure 12: Voctomix2 - Overview

Voctomix2 - Pre-Select



Figure 13: Voctomix2 - Select (Lecture Mode)

Voctomix2 - Lecture Mode

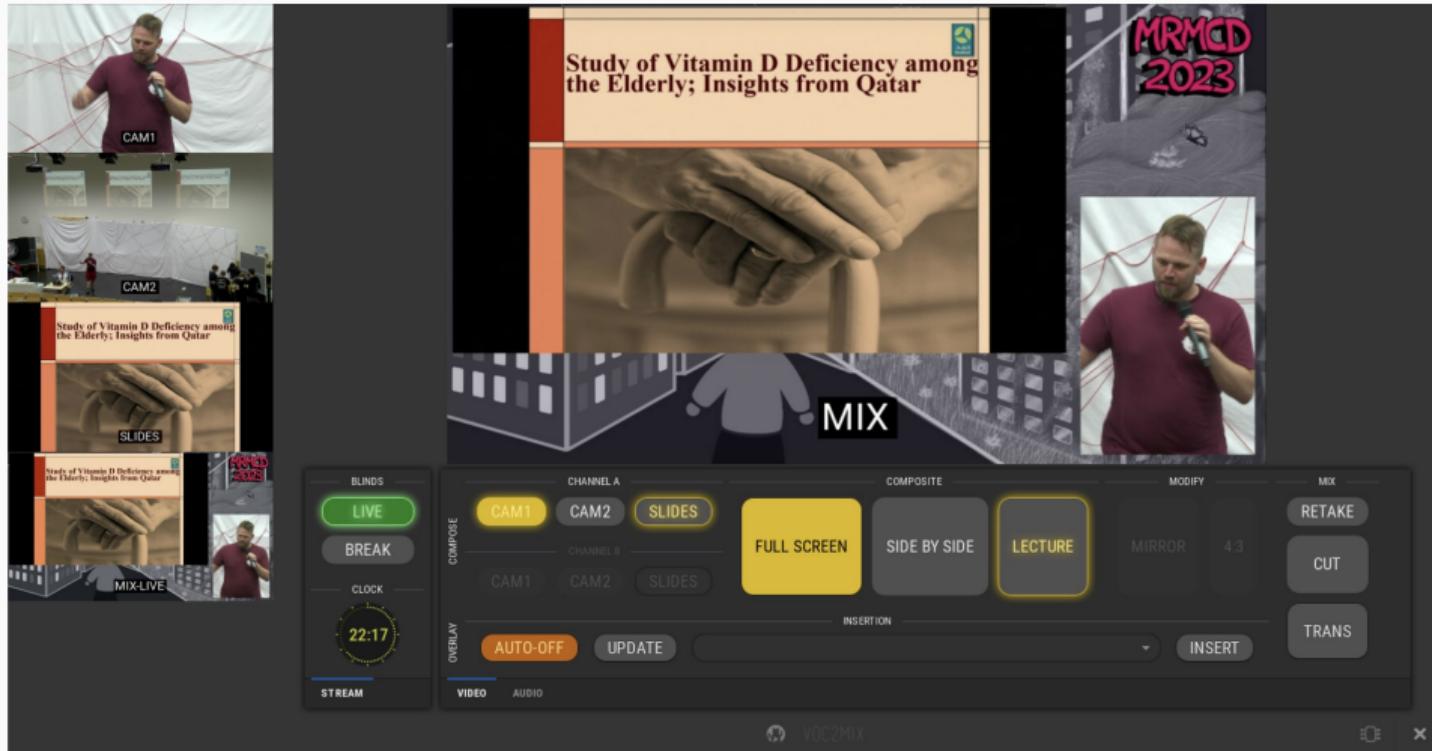


Figure 14: Voctomix2 - Lecture Mode

Voctomix2 - Lecture Mode 4:3

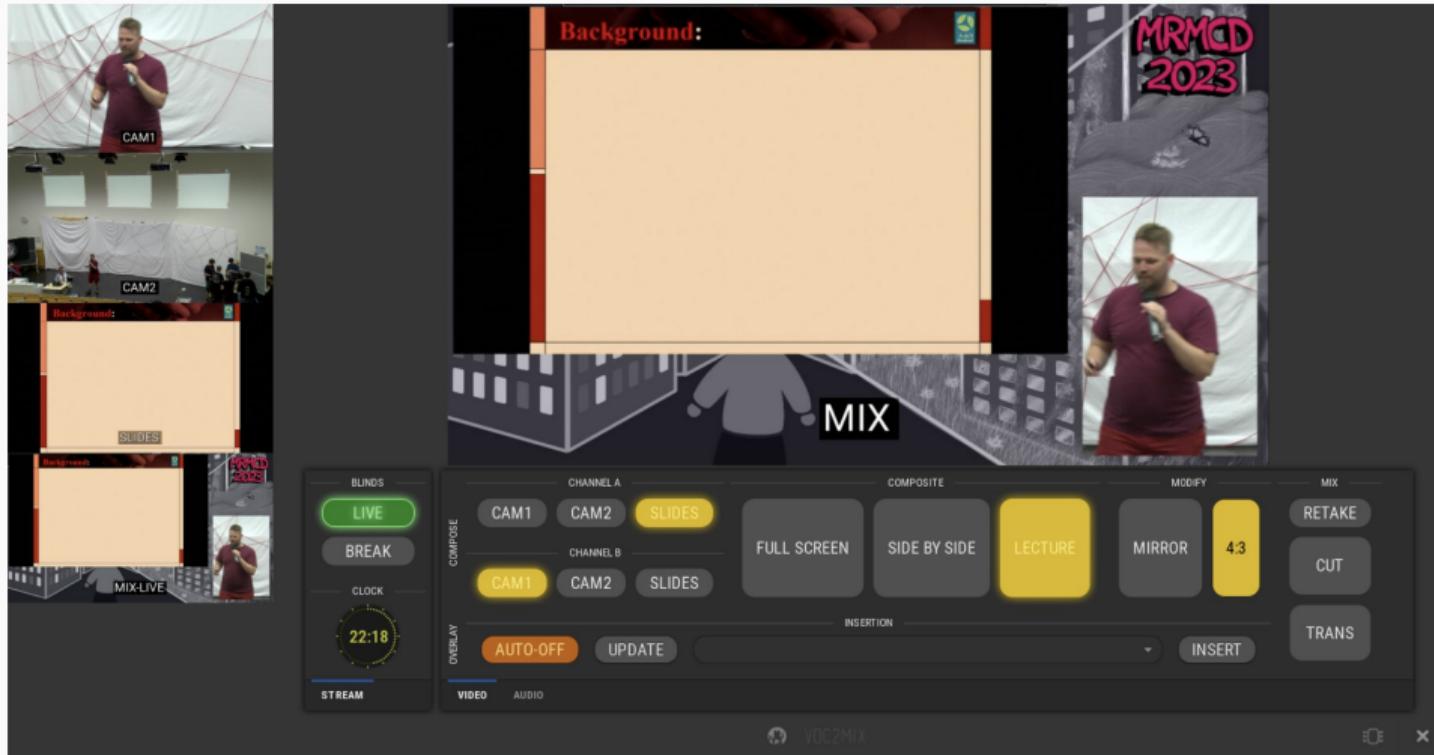


Figure 15: Voctomix2 - Select Lecture Mode 4:3

Voctomix2 - Lecture Mode 4:3

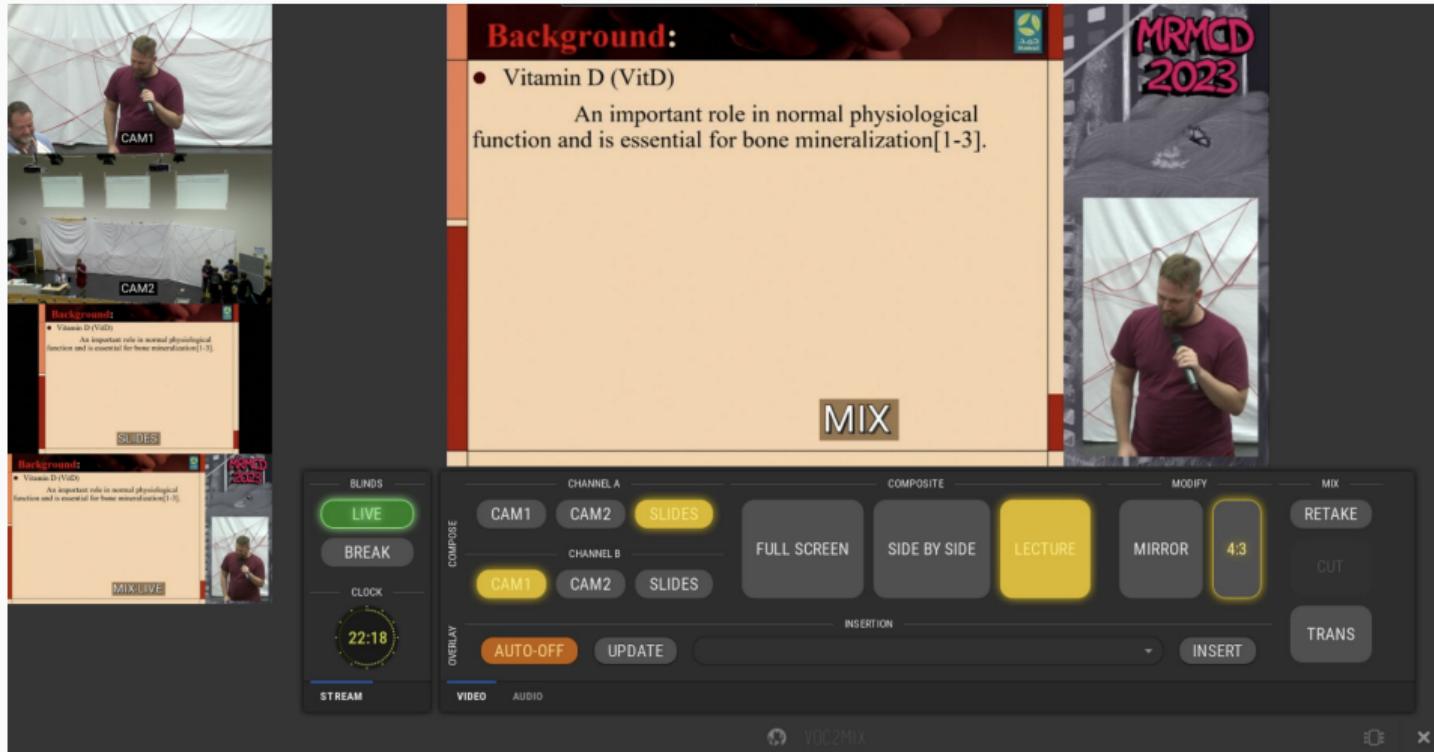


Figure 16: Voctomix2 - Lecture Mode 4:3

Video Mixing Guidelines

Mixing Guidelines - Hard Rules

- All you are doing is **recorded** and will be published.
- The Audience is **not to be filmed**. Cut away if faces of people not on the stage appear.
- **Slides are important**
- Slides stay on till the text has been read **twice**.
- Show new slides **immediately**.

Mixing Guidelines - Softer Hints

- Start early – opening announcements of the Herald are a good start. Their introduction has to be in the recording and on stream.
- Open wide – Structure the beginning of a talk with shots that set the stage
- The slides in fullscreen – you're dealing with a very small screen. Text has to be readable
- Show gestures – medium-close-up that follows the speakers eye-line
- Don't be too cutty – Pace your videos temperately. Do not cut too often.
- Don't end too early – All questions and answers have to be recorded. The herald ends the talk, not the mixer angel.

Hints

Leave lots of room at the start and end of a talk. Cut away from the infobeamer before the Herald starts with announcements. Cut to the infobeamer only after the last applause has finished.

Contacts and Action Items

Who to Contact?

- Generic Questions? Something is wrong in lecture hall?
 - Reach A/V Technician on duty
 - Call the C3VOC Helpdesk **DECT 1601**
- Orga-Issues? Troubleshooting? Issues with shifts?
 - Call Saal Coordination **DECT 1500**
 - non urgent issues via e-mail: saal-coordination@cccv.de
- General Angel Topics - Heaven - **DECT 1023**
- We might need to call you. Please have your DECT number in the Engelsystem!

Daily Meeting

- We meet **every day at 22:00 in Hall 8**
- If you can, you should attend to this meeting.
- We'll distribute information and news there, e.g. if there are any special talks with additional requirements.
- Also this meeting should give you the chance of giving each other feedback, ask questions or rise issues.

Final Notes

- Click "join" on the angel types you want to have
- Queue up to get approved
- Select shifts:
 - Fill talks with no angels first
 - Take breaks