

Tips for making a video with your smartphone, iPad or computer

Before You Begin Memorize your statement so you can keep your eyes on the screen.

Practice a few times to get warmed up, and when you are ready, record a few versions until you have one that you are satisfied with.

Sound & Light Choose a location without extraneous noise such as traffic, other voices or appliances. Choose a spot where light will fall on your face or position a desk lamp so that the light falls ON you. Look at it, how does it look on the screen? Adjust so it looks bright but natural.

Background Look at the space behind you. It is best to allow about five feet between you and the wall. What else do you see? Please keep the background simple and neat, with no distracting words, images or very personal things behind you.

You are encouraged to include items with the NEW Russell Sage College logo or the Athletics logo. Please don't include any other logos.

Your Position: Sit so that you are comfortable and will not move around too much. Standing is ok if you prefer.

Camera Framing Adjust your device so that the image will be HORIZONTAL not vertical. Position the camera to frame yourself from the waist up or just your head and shoulders.

Stabilize your device. Use a tripod, your car phone mount or a prop to keep your device at eye-level and steady.

Focus Check that your lens is clean and remember to tap on your face on the screen, to place the focus on you.

Audio Make sure your microphone is not obstructed by anything that would muffle the sound.

If you speak a little slower than normal, the message will be clearer. Talk as if you are addressing a potential student sitting in the room with you. Friendly and upbeat!

Begin by looking at the camera for a few seconds and then start. Do the same at the end: hold your eyes a few extra seconds on the screen.

Here's a short video with some great tips:

<https://www.youtube.com/watch?v=qBThIPmmtUc>

Teleprompter App Links:

<https://promptsmart.com/>

https://telepromptermirror.com/ipad-teleprompter-apps/#PromptSmart_Lite_free