Filming

What do you want to record?

Presentations

What equipment will I need?

Video Camera

Tripod

How many people will need to help?

0

You should be able to record these yourself.

Lecture

What equipment will I need?

Video Camera

Tripod

Microphone

How many people will need to help?

0/1

Depending on the lecture. If it is a normal lecture you should be able to handle this yourself. If it a high profile guest you may need soemone else to film.

Publicity

Will it need storyboarding?

Interview

For an interview, not usually although you may want to prepare a script in advance so that the interviewee knows what they need to say.

What equipment will I need?

DSLR

Tripod

Microphone(s)

Lights

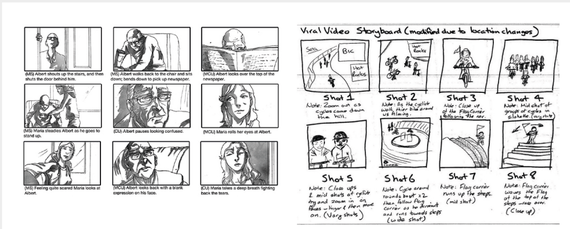
How many people will need to help?

2

If it is an interview, usually two, one to operate the camera and one to orgainse the lights/microphones and any visual aids for the interviewee.

Promotional Video

For a promotional video a storyboad is a must, along with any scripts so that everyone knows what the final product needs to look like and the shots that need to be captured.



Storyboards do not have to be complex. Just give an idea of the type of shots and dialogue needed.

What equipment will I need?

DSLR

Tripod

Microphone(s)

Lights

How many people will need to help?

2+

This will depend on the type of shoot, minimum is two, increasing with the complexity of the shoot.

Editing

Files will need to be downloaded and compressed in to a more useable format (usually .mp4). The smaller size means that they can be either uploaded to Blackboard (files need to be less than 250mb) or added to a Google Drive and shared with students/external examiners.

Files will need to be downloaded and compressed in to a smaller format (usually .mp4) and title boards added to the start and finish of the video to let viewers know what they are watching. Files are usually uploaded to our YouTube channel, set to 'private' and embedded in to Blackboard sites or other websites.

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Editing may take a significant amount of time depending on the number of files and how much work is needed to make a smooth, watchable file.

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