

VIDEO CHECKLIST

- I chose a topic
- I have planned what I want to show
- I know what I want to say
- I have my notes ready
- I have warmed up my voice
- The background is a good setting and not too disturbing
- My head is not cut off
- There is nothing that sticks out of my head
- I am lit evenly (light settings)
- My microphone is switched on and works
- My filming device is steady (tripod)
- I am not wearing noisy jewellery
- I am wearing clothes that don't irritate the camera
- I am filming in a good angle
- I have found a comfortable position to film
- My phone is in 'Do not disturb' mode
- I am looking into the camera, not the screen
- I pressed start to record
- I speak clearly and slowly
- I smile (if appropriate)
- I got a video intro/outro done

