

# Video Submission Guidelines

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## **FRAMING:**

1. Place the device (phone or laptop) on a height which brings the camera to the level of your eyes. Ensure that the device's screen faces you directly and does not tilt backward so that the viewer sees up your nose.
2. Make sure that you are in the centre of the camera view and that there's not too much space on your sides. Be sure to also leave a little bit of room above your head – in case you lean forward your head doesn't get cut out of the frame.

## **FOR MOBILE DEVICES:**

If you'll be using the camera from your mobile, ensure that your device is turned on its side so that you record in landscape mode – not portrait



## **BACKGROUND AND ATTIRE:**

1. Select an area with a simple/plain/solid background. Please refrain from having reflective/shiny surfaces in your background as this will create light hotspots. You want to minimize the amount of distractions there will be in your video submission so that the viewer can focus solely on your performance /delivery.

2. Select clothing that is not too busy or distracting. Clothing should not be the same colour as the background as this causes you to disappear, leaving a “floating head” kind of look.

### **LIGHTING AND AUDIO:**

1. Light – please ensure that the light on your face is neither too dark (we won’t see your face clearly) or too bright (you will glow on camera).
2. Audio – if you need to use a headset to help block out external noises, please try to mask/hide it so that we know it’s there but the cord(s) isn’t looking clumsy. Please ensure you say your name at the beginning of the video.

### **RECORDING AND SUBMISSION:**

1. Before you deliver/perform the material required for the video submission please ensure that you state your NAME clearly.
2. When telling us about yourself, ensure that you are speaking clearly in your delivery/performance.
3. When you have finished recording, and are pleased with your final product, upload your video as an unlisted video and share the link with us through our application portal. Please submit your videos as URLs to a YouTube video, not as a direct upload.