

Recording an online session can be intimidating, but with some easy tips, it can be a breeze.

When recording a session, participants should:

- Wear a plain, solid color. Avoid plaid, patterned, bright white, or dark black shirts.
- Sit facing a light source of some form so that your face is evenly lit (no shadows) and clearly visible. Avoid sitting with your back to a window or a bright light, which can create a silhouette effect. See below for other external options if you need it
- Eliminate background noises such as TVs, loud fans, phone sounds, etc. to help with sound. Often, if your computer has an internal microphone, that will work just fine. See below for other equipment that can improve sound if you feel you need it
- Sit directly in front of your computer and center yourself on the screen. Sit about a foot back from the camera – the closer you are, the more distorted you will appear. Do your best to adjust the camera to be level with your eyes (one trick is to stack books under your laptop/monitor to match your eye level)
- Be thoughtful about your background – often a “plain and simple” background works best to avoid distractions to the viewer
- Ensure your internet connection is stable and close unnecessary browser tabs and applications
- Speak concisely with enthusiasm to keep the viewer engaged
- If possible, include visuals, which could include screen sharing a presentation or images on your computer

Screen Recording Software:

There are many options for screen recording your session/presentation.

- Camtastia is a pretty good option: <https://www.techsmith.com/video-editor.html>
- Screencast-o-matic is another: <https://screencast-o-matic.com/>
- From a free option, you can actually also use QuickTime Play to record your screen: <https://libguides.rowan.edu/c.php?g=248114&p=4711659>
- Here’s a link for other free options: <https://elearningindustry.com/top-10-free-camtasia-studio-alternatives>

Supplemental Equipment Options:

Webcam

More often than not, if you have an internal or external camera for your laptop or desktop, it will work just fine.

If you want to upgrade you can find many options online.

One of the highest rated webcams is the Logitech Brio, but it is rather expensive

https://www.amazon.com/Logitech-BRIO-Conferencing-Recording-Streaming/dp/B01N5UOYC4/ref=sr_1_4?dchild=1&keywords=Logitech+C930e+Webcam.&qid=1591300214&s=pc&sr=1-4

If this is out of your price range, there are many other options (such as this [link](#)). If you need a webcam, I would recommend looking on Google or Amazon for one that meets your price range and still provides high quality video.

Make sure to change your settings when hooking up an external webcam.

External Microphone

Similar to your camera, more often than not, your internal microphone (assuming your computer has one) will do just fine. If you want to upgrade, there are many options.

Look for a USB Condenser PC Microphone, such as the TC-777:

https://www.amazon.com/Microphone-TONOR-Podcasting-Compatible-TC-777/dp/B07WLWN2ZT/ref=sr_1_6?crd=1HVBPQRI6753O&dchild=1&keywords=external+microphone+for+laptop&qid=1591300750&s=electronics&sprefix=external+microphone+f%2Celectronics%2C150&sr=1-6

Make sure to change your settings when hooking up an external microphone.

Computer Lighting

As all other equipment, there are many options for lighting

You could use something like a Selfie Ring ([link](#)), an LED kit ([link](#)), or a simple desk lamp. I encourage you to Google some options that may work for your needs.

All in One Options

There are options that combines all of these into one, such as the Razer Kiyo:

https://www.amazon.com/Razer-Streaming-Adjustable-Brightness-Microphone/dp/B076QK6489/ref=sr_1_3?crd=SU3CTNXF8VDH&dchild=1&keywords=razer+kiyo+-+web+camera&qid=1591304310&s=electronics&sprefix=razer+kiyo%2Celectronics%2C152&sr=1-3