

10 TIPS for recording Instructional Video

Objective

1

Define the key message that you want your students to understand from your video. Keep your video short so that it covers a single learning objective or task.

Length

2

Keep your video's message succinct; include targeted, relevant information to maintain student interest. Write a script to help guide your presentation and keep you on track.

Tools

3

You will need access to a desktop or laptop computer with a webcam, a microphone, a stable internet connection, and access to a Canvas course as a teacher.

Audio

4

Take measures to control ambient sound and extraneous noise. Silence mobile phones, unplug landlines, turn off heating or AC units, and turn off computer notifications.

Lighting

5

Avoid positioning yourself in front of a bright light such as a window. Use a ring light for your computer and adjust the tone settings on the ring to match your location lighting.

Stature

6

Sit up straight, keep hand movements to a minimum, adjust the webcam to record a medium close-up shot of yourself, and speak in a natural, conversational manner.

Attire

7

Wear solid colored clothing in blues, greens, grays, or browns. Avoid patterns, weaves, stripes, and visible labels or logos. Neatly style hair and trim facial hair.

Elements

8

Gather illustrations, images, graphics, video, and any other elements you plan to use in your video. Pre-build slides in Google Slides and use different layouts to highlight topics.

Annotations

9

Use notecards in Canvas Studio to share online resources with your students as they play through your video. Include title, description, and active URL address.

Captions

10

Take time to review and publish auto-generated captions in your Studio video. Correct punctuation, spelling, and grammatical errors to avoid misinterpretation.