

MANAGING YOUR TECHNOLOGY

- Place your camera at approximately eye level - this may require propping up your laptop or device on books or a box on your desk
- Virtual Backgrounds - the ONLY virtual background allowed is solid black or solid white
- Lighting should be in front of you. Do not sit in front of a window or other light source

Be sure you test the device you will use for competition BEFORE competition day!

Specific items to test:

- Sound and volume levels of your microphone
- How to mirror image of graphs and handwritten items you want to share with the judge
- Get familiar behind the camera and how it looks when you record - look at framing: are you centered, showing too much background, not enough, ceiling showing too much?

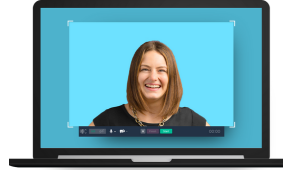
MULTIPLE PRACTICE VIDEOS ARE RECOMMENDED BEFORE COMPETITION DAY

RECORDING YOUR VIDEO

- Be careful with your background. Setting up in front of a solid wall or door works well. Consider dark clothing if in front of a white wall and vice versa
- Be aware of your surroundings - if recording at school know when the school bell system will ring
- If you use hand written items as props make sure you hold them up to the camera so they can be clearly seen - you can also mirror your image so they are easily read by the judge
- Speak clearly and at an appropriate volume
- Watch body language - slouching, leaning back, staring at your notes do not impress the judge. You want to engage the judge's attention!



CREATING YOUR BEST VIDEO



COMPETITION TIPS

Direct from our judges!

- Keep it professional. You are speaking with a professional adult even though you are looking at a camera. Don't use slang or informal conversation
- Begin your video with a good opening. Don't use good morning, evening, etc. - you do not know when the judge will view your submission. Use an opening that indicates you are in your role as described in the scenario. For example: "Hello! I am so glad to be able to share my thoughts with you today about your . . ."
- Make sure you address each of the performance indicators and answer each of the questions. Be explicit with the items you are addressing and be sure to use ALL the vocabulary in the performance indicators
- Expand on the performance indicators and where they lead you in the context of the scenario
- Stay in the role as described by the scenario and assume the person watching the video is in their role as described in the scenario
- Closing your video needs to be more about follow up with the judge - seal the deal with suggesting a follow-up by email/meeting . . . thank the judge (as the role they are playing) . . . this is the same as if you were in person

FROM THE MINUTE YOU HIT RECORD YOU SHOULD BE IN YOUR ROLE AS DESCRIBED IN THE SCENARIO