

# How to create video content for Gathering Voices

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Thank you for agreeing to contribute a video for use in our conference. These notes should help you produce a good looking and good sounding video. If you have any questions then please ask me at [video@gatheringvoices.info](mailto:video@gatheringvoices.info) and I will do my best to answer.

We use video as either a public YouTube-only resource (for pre-conference video), or to be shown live during the conference zoom call and uploaded to YouTube later for public viewing after the conference.

**By making and providing us with video, you have given us consent to show it in the conference and to upload it to YouTube and advertise it on the [Gathering Voices](#) website and social media.**

We want to make this experience enjoyable and not difficult - and we want to try to help you make the most of the equipment (maybe a smartphone or webcam) that you have.

We assume that you will be producing a talking head - speaking to the camera - video to which we can add branding, captions (and graphics if needed) in post production, so you can send me raw out-of-the-camera footage and I will do the rest. If you want to do something else, we can discuss how it will fit into the conference.

We created a how-to video on the Gathering Voices [YouTube channel](#)

## Before you start

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Plan what you want to say! You don't need to write a script, but you will have a good idea how to structure your talk.

1. Set up your camera/phone on a tripod or in a stable way so that your face occupies about 2/3 of the screen height. Try to make eye contact with the camera as you talk.
2. Try to avoid having too much clutter in the background - I will do my best to blur the background in post-production. By the way - if you have a pull-up banner for your organisation, then you can use that.
3. Try to avoid having light behind you - you may need to close curtains, or change your position so that your face is lit.
4. Try to keep the lighting consistent - it may be better to close curtains and use artificial light.
5. Do the recording when your surroundings are quiet.

## Video format - technical information

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We need a landscape format video, that is the frame is wider than the height, like most YouTube videos and computer screens. Please do not use portrait format like *TikTok*.

If you are using a mobile phone, the main camera on the back will give the best image.

HD footage (1920x1080, 25fps) is preferred, but 30fps, 50fps or 60fps will work - whatever the best settings your phone/camera can manage. I can handle 4K (UHD) footage, and that will give me some scope to zoom and pan, but the file size will be much larger than HD.

We can upsize smaller video (some webcams and older smartphones can only record 720p footage).

## Uploading video files

For uploading the files, we can use *Dropbox*, *Google Drive*, or a another file sharing service. After editing, we will upload the video to YouTube as unlisted and share the link with you to check that all is well.

## Sound

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The most important thing in our video is sound - people are listening to your story.

If you have external microphones, great, but I assume you are using the microphone in your phone.

Be aware that you are likely to pick up noise from outside: you may need to close windows, turn off washing machines, and make sure anyone around you knows that you need a few minutes of quiet when you record your video. I will be able to do some post-processing when I edit the video, but it is helpful to start with the best sound you can manage.

## Lighting

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Along with good sound, consistent lighting is helpful.

Be aware if the lighting is changing (for example trees blowing in the wind may change the brightness).

## Titles and captions

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We will add front "title cards" - the animated sequence that includes *Gathering Voices* logo and branding, and the talk title and so on. Likewise we add the "end cards" that go after the talk. The caption strip (lower thirds) will run for a few seconds after your video starts. This will have your name (and any honorific), pronouns, and if appropriate, organisation affiliation. Have a look at any of the previous conference keynote talks and pre-conference videos to see examples.