

## Tips for Improving Lecture Recordings

### 1. Watch what you wear.

- a. If you're going to use the webcam (and you should), pay a little more attention to your clothing for the day. Stay away from white and black near your face, as well as small busy patterns. These all have a tendency to appear distorted on the camera.
- b. While you're at it, make sure the lighting is correct. Ideally, the light source should be coming from behind your camera, but not so much light that it washes you out. Make sure the frame gives you enough room to move a bit without coming out of frame.

### 2. Microphone check...1, 2

- a. Always make certain to do a microphone check before starting. Using an external usb microphone can make a big difference in the sound quality. Set up your mic, and make sure it's placed at the right distance from your mouth. Many of your students will be listening with headphones. Sound quality matters.

### 3. Keep it short

- a. Attention spans are diminishing and distractions are on the rise. Better to create a few small lectures than one that's really long. If possible, try to keep your online video lectures to around 10 minutes. Break the videos up into bite-size segments.

### 4. Ask questions

- a. Ask specific questions after covering important material. Pause to give the students time to think and respond. Insert quizzes into your lectures. All of these things will serve to break the monotony and force the student to interact with the material.

### 5. Act natural.

- a. Scripted lectures can be an effective tool as long as no one can tell they're scripted. The best on-line lectures maintain that live, conversational and story-telling tone element makes listening easy and engaging.