Presentation Tips

- Avoid creating long lectures. Instead, chunk content into smaller units of about five minutes (no more than 15 minutes) to keep students engaged. If students have trouble with a concept, this makes it easier to review. This will also make it easier to make future edits.
- Consider scripting or outlining to help organize material.
- Keep the video engaging by inserting multimedia when appropriate. This breaks up the monotony of a standard PowerPoint or “talking head” presentation.
- Keep presentation slides as concise as possible; get to the point.
- Online students are unable to ask questions in real-time, so the content being presented must be clear and explicit.
- Keep the amount of text on the screen to a minimum and use more visual representation.
- Provide printable handouts of the video presentation so that students can use them to take notes and refer back to content.
- If narrating slides, introduce images and text at the same time that you present them.
- Avoid excessive use of verbal pauses (words like "um"). A short pause is ok. Referring to a script or rehearsing will help minimize this problem. Avoid too much movement, as it can be distracting.
- Look directly into the camera and speak to your audience. Looking around or at notes can be distracting to your audience.
- Have your notes accessible so that you don’t have to search for them during the presentation.
Production Tips

When recording from Mediasite Desktop Recorder, consider the following:

Audio: Use a quality mic; Steve Fletcher can provide recommendations if needed.

- Adjust the audio level to -6 to -3db to eliminate distortion
- Place the mic approximately 6 to 8 inches from your mouth

Video:

- Make sure that you are pictured in the middle of the screen from about the middle of your shoulders up
- Set your camera to auto-focus
- Make sure that your lighting is adequate; face your lighting (don’t use a window as your lighting)

Wardrobe Considerations:

- Colors that work best on video include: blue, green, purple, burgundy and Earth tones.
- Avoid the following:
  - Herringbone, small checks, thin strips or clothing with closely spaced geometric patterns.
  - Hats
  - Dark glasses
  - White
  - Black
  - Bright red (darker shades of red are okay)

For examples of different recordings made by faculty, please visit the following site: [http://mediasite.dl.uconn.edu/Mediasite/Catalog/Full/8c7d43ded5db4c7c93cc03a253ba862721](http://mediasite.dl.uconn.edu/Mediasite/Catalog/Full/8c7d43ded5db4c7c93cc03a253ba862721)

References:

