

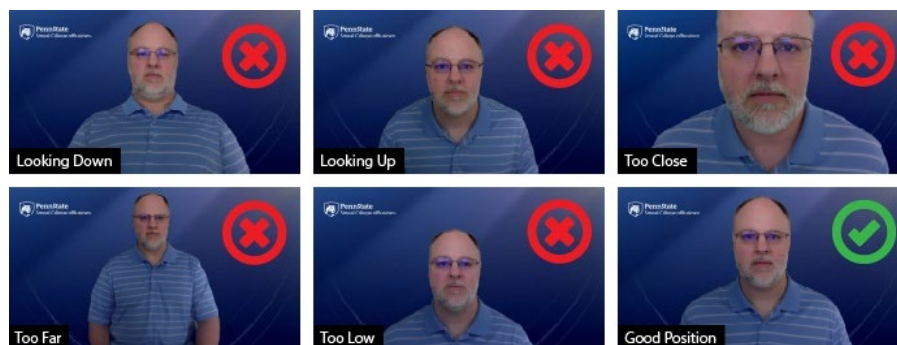
Video recording guide

This resource contains tips to help you record a high quality Walk the Talk video on your phone, tablet, or computer. Everyone is invited to join the **#Eval4Action Walk the Talk** video drive to show your actions to advance influential evaluation. If you made a commitment at the **#Eval4Action Commitment Drive** in October 2020, this is an opportunity to show how you have delivered on your promise. If you have not made a commitment yet, you can still join the video drive.

Join Walk the Talk by recording and then posting a 1-minute video on Twitter, in any language, from 1 to 31 October 2021. The video should include a brief explanation of the **a) problem, b) the action taken to contribute a solution to the problem, and c) the results of the action.** The video will be featured on the **#Eval4Action website**, its **YouTube** channel and **newsletter** and will be further disseminated through **#Eval4Action** co-leaders' and partners' social media channels.

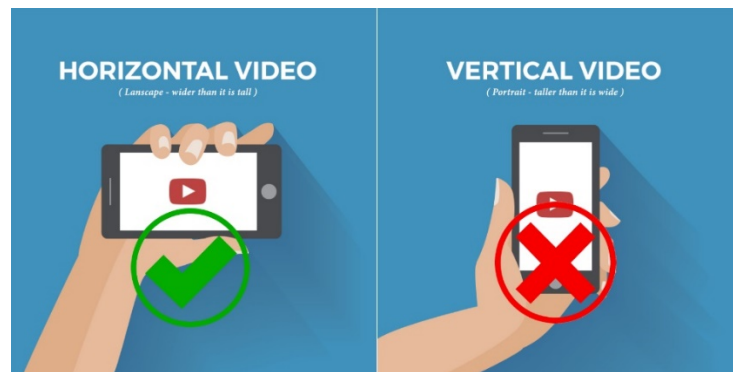
Top tips for recording a high-quality video

- **Minimize background noise**, including echoes or other sounds. If possible, **use headphones with built-in microphones** to minimize echo and maximize audio quality.
- **Avoid wearing too bright warm or cold colors** (bright reds or blues) as most device cameras cannot process these colors properly and this affects the overall quality of the footage.
- Position your body in a way **to ensure your upper body is in the frame. Don't stand too close to the camera**, keep some empty space around you.



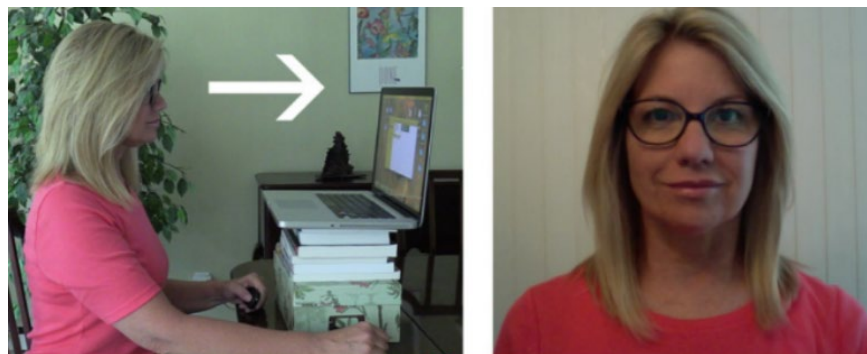
Source: <https://riit.smeal.psu.edu/services-support/multimedia-design/video-production/zoom-recording-guidelines>

- **Make sure the camera is at your eye level, prop it on a tripod, books, mantle, or other flat objects.** Ideal angle for recording is 90 degrees in parallel with your face angle. **Record while facing a source of light**, for example face a window to ensure natural light on your face. This will increase the quality of your video.
- **Declutter the background** and/or try to use a plain wall as a background if possible.
- **Speak slowly** while enunciating each word and give short breaks between sentences and longer breaks between paragraphs. **IMPORTANT** - While recording on the phone or tablet, use selfie mode (front camera) and on **horizontal mode** to be able to see and adjust yourself clearly.



Record while keeping the phone horizontal

- If someone else is assisting you, they should still put the phone on a stable surface (do not hold the device in your hand while recording). This will ensure the footage is not shaky.
- If you are recording on Zoom, make sure you have a **stable internet connection** and you raise the laptop to eye level. Use a laptop stand or books to raise up the laptop while maintaining a 90-degree angle.



Raise your camera to eye level

- If multiple people are recording one video, this can be easily done via recording on Zoom.
 - Make sure only the speaker has their camera and microphone on during the zoom recording.
 - The person recording the video (the host of the meeting) should **pin the speaker's video and ensure "Active speaker view" is enabled.**
 - Before each take, the speaker should count down to five after someone else speaks to ensure the video is recorded properly. This will ensure the recording will capture the speaker's video fully. See more details on Zoom recording [here](#).

Package and share your video

- Once the recording is completed, you can add Walk the Talk graphics to your video using an easy-to-use PowerPoint template. The template will be available around 1 September on eval4action.org. Please note, packaging the video using Walk the Talk graphics is recommended but optional.
- Post the video on Twitter during the drive from 1-31 October 2021, tagging @unfpa_eval, @Eval_Youth, @eval_gpf. Be sure to use the hashtag #Eval4Action in the tweet accompanying the video, regardless of the language of your post.
- Share your Twitter post and the original video with the Eval4Action coordinator by writing to contact@eval4action.org. Do not send the original video through WhatsApp, or other messaging apps or via regular email. This will reduce the quality of the video. Use a third-party file transfer services (like [WeTransfer](#) or Google drive) to ensure maximum quality. Watch a quick [video](#) on how to upload videos to WeTransfer on your mobile device.

For any further information or support, please reach out to contact@eval4action.org.