

## CISA's convocation video self-recording instructions

Fall 2024

Thank you for participating! This is a special moment and we're excited to share your reflections. Below are some tips to enhance your video recording at home.

### **Submit a self-recorded video by Thursday, November 21**

[Upload your video recording](#) that meets the instructed requirements (below) no later than 11 p.m. on Thursday, November 21, 2024.

### **Self-recording instructions and tips**

#### **Location and lighting**

Choose a quiet, well-lit location and avoid areas near ceiling fans, refrigerators, electronics, people, traffic and noise. Avoid filming in front of busy or cluttered backgrounds, and refrain from holding any items as they can distract the viewer.

#### **Clothing**

Clothing with patterns can reflect light unevenly. **Solid colors work best.** Also, consider wearing ASU gear to show your Sun Devil spirit.

#### **Camera angle position**

Ensure your recording devices are at the same height as your eyes. Look directly into the camera lens on your device as you speak; imagine your lens is the person you are speaking to. You may use a phone holder, or a laptop riser or consider stacking books or boxes to raise the level of your recording device.

## Recording format

Film horizontally. If your device records 4k video, **please record your video in 4k at 30-second fps (frame per second)**. If not, please film in **HD mode**. If you are recording on an iPad, select 4k for output or choose HD.

## ✓ Examples of good framing and lighting



Center yourself in the middle of the frame, with a bit of room above your head and space on both sides of the frame. Plan to record yourself from your waist up. Make sure the light is facing you and that there are no shadows on your face. Check to see that your face is evenly lit.

## ✗ Examples of bad lighting and setup



These images either don't have enough light, their clothing blends into the backdrop, or the lighting is uneven. Their bodies could also be better positioned inside the frame. Avoid sitting with a window directly behind you, as the light from the window can cast shadows on faces.

Please be aware that the College of Integrative Science and Arts reserves the right to make any adjustments to the original video submissions for the purpose of quality assurance. Video submissions unable to meet the quality standard as described above may not be included in the convocation video.

## **Include the following information in your video**

- Your first and last name, ex: “I’m Brian Downey”
- Your degree and major, ex: “I am an xxx major”
- Include additional information about yourself such as if you are a transfer student, a first-generation student or affiliated with the military.

### **Include taglines (said with enthusiasm). Here are a few examples:**

- Tagline 1: “We did it!”
- Tagline 2: “I did it!”
- Tagline 3: “You did it!”
- Tagline 4: “Forks up!”
- Tagline 5: “Go Sun Devils”

### **Answer one or more of the following questions:**

- Why did you come to ASU and study in the College of Integrative Sciences and Arts?
- What are you most proud of from your time at ASU?
- What is your favorite memory at ASU?
- Is there anyone you want to thank for helping you get to this point?
- Tell us about your internship or research project.
- Is there anything else you would like to tell us about? It could be anything related to your graduation achievement.

If you have questions, please contact us and we’d be happy to assist you. Thank you for participating in the CISA Convocation video production!

–The CISA Marketing and Communications Team

## **Contacts**

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