

# Ready to Record

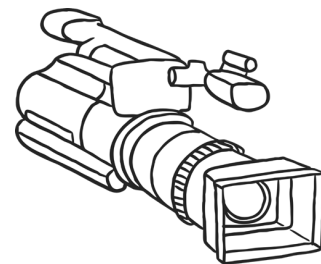
## Before Filming (Checklist)

- Script or words.
- Location and background ok.
- Camera working and ready to record.

## Be the Camera Operator

Can you use a digital video camera (or other device) to record?

- Camera switched on and ready to record.
- Person being filmed ready?
- Ask everyone to be quiet.
- Count down: 3... 2... 1... and press record.
- Give a thumbs up to show you are now recording and ready for the presenter to speak or start interviewing.



## Be the Presenter

Can you speak clearly and confidently when being recorded?

- Get in position.
- Look smart and check your script.
- Look straight at the camera.
- Speak clearly and confidently.
- Smile!



## After Filming

- Watch the recording to check it is ok.
- Did everything go as planned or does anything need to be re-recorded?
- Make sure you have filmed everything you need to before moving on to the next segment of your documentary.

