

Additional Information for the Video Interview

Equipment available

To produce your video, we have two Panasonic v10 cameras and two tripods that you can use. The equipment will be loaned out for a maximum of four weeks. You may also use your own camera equipment if you prefer.

Camera operation instructions

Set up the camera close to the person you are interviewing rather than at a distance using the zoom to achieve a close up. Set up the camera to face you and person you are interviewing. The Panasonic has an on-board microphone, but does not have a port to plug in an external microphone. To get usable audio with the camera microphone, you must be as close as possible to the subject when doing the interview. The camera microphone cannot 'zoom in' so will pick up all sounds including the person speaking. Having the microphone close to the person in a very **quiet environment** will give the best results.

Interviewing steps

- Before the interview make sure you have prepared a minimum of five questions to ask.
- Introduce yourself.
- Introduce the person you are interviewing.
- Give a brief history of the person being interviewed.
- Outline the subject.
- Record yourself asking the questions and the recipient answering them.
- Take still shots of any demonstrations. These can be taken from the field or video.

Editing the video

The final edited version of the video should be 10 to 15 minutes in length. Software I Movie for Mac and Windows Movie Maker are both free downloads for Mac and PC. There are free easy-to-follow tutorials online via YouTube to help you. Have some fun and enjoy the project!