

A Guide for Producing a Virtual Video for CSI

There are three kinds of presentation material that we can use in our Virtual Conferences:

- pre-recorded video of you presenting your material
- voice over screen capture
- power point slides that we later edit into the video sequences (but you can also just show the slides on your desktop while using screen capture)

Essentially, any instruction you do will be pre-recorded.

In order to prepare your proposal, it's helpful to think in terms of short segments of material and in terms of the best way to present that material (whether by video of you talking or by screen capture or voice over slides).

With a completed outline, you can begin capturing the various segments. Here's what it takes to do each:

Video Capture

This can be done using your existing webcam. Assuming a quiet room and having the camera only a couple feet away, you should get good audio recording from the camera.

Screen Capture

In some instances, it's best to show what it looks like to do something on a computer. For this, screen capture is best. Depending on the amount of screen capture called for in your presentation, we will either have you use a very easy-to-use screen capture utility that's part of the platform or, if you're undertaking something more complex and would benefit from more control over the recording/editing process, we'll provide you with software to run on your PC.

PowerPoint Slides

You can provide us with a slide deck and tell us where to insert the slides. We can edit them into the sequence over your audio. So as you're recording video, you can say "As you can see in the slide..." and talk about the slide as if it were there – we'll put it there later.

Alternately, if you're using screen capture, you can simply show the slide on your desktop and it will be capture just like anything else would.