**Recording your video case study:**

* We would like the videos to be recorded on a phone, webcam, or a DSLR camera.
* Videos should be recorded in one take, and in landscape mode.
* If you have someone with a steady hand who can record you, please use them. If not, try propping up your device against something sturdy and using Blu Tac to stick it in place at an angle you are happy with.
* Please use a medium close-up shot or a close-up shot:



* Make sure that you get good lighting, it might be worth setting up a lamp in front of you so that it casts light onto your face and eliminates any shadows.
* Similarly, it’s best to ensure that the room you use is fairly quiet (clocks or digital devices can have a hissing or buzzing sound, so if you can take them away temporarily. If you have an animal who is likely to make noise pop them into another room while you record).
* Speak clearly and with good volume so that we can hear you clearly.
* Finally, make sure that you are comfortable – perhaps you’ve a favourite spot in the house or garden and it relaxes you to be there. This will show in your body language, and will help you to feel less anxious about being on camera.

**Submitting your video case study**:

Once you have recorded your video case study you can send the file it via WeTransfer to fundraising@restore.org.uk. WeTransfer files are automatically deleted after 7 days if they have not been downloaded, so you can be assured that your video will not be stored on an external site.

We have software to convert video formats, but it is preferable to submit .mp4 files if you can.

**Advice and guidance**: If you would like any guidance about any aspect of recording your video case study please be in touch with the Fundraising and Communications Team (fundraising@restore.org.uk).