

TRANSCRIPT OF INSTRUCTIONAL VIDEO

Welcome to the ____ part of this virtual choir video. We are excited that you want to participate! If this is the first time you are watching this video, we urge you to watch this video all the way through. That's because it serves as both a "how to guide" on getting yourself set up, as well as the sing along track for you to sing along to in your submission recording.

Oh, but just a side note, If you are just using this video to practice singing along with the music track, feel free to skip ahead.

WHAT YOU NEED

Ok, let's talk for a few moments about what you need in order to get yourself set up for recording.

You're going to need a computer, with a webcam and some video recording software on the computer. And we should mention, most computers come with some pre installed. And a pair of ear buds.

Some people want to use a cell phone or a stand alone camera to record their submission videos. That's fine, and it might even look better than a webcam. But we should warn you of one thing. You are probably going to have to memorize the music to do this.

This is because we want you looking directly into the camera. Or as close as you can do this. When you use a computer with a webcam and you read the music off the screen, it usually looks like you are looking directly at the camera. However when you use a phone or stand alone camera to record, a lot of times we find people looking far down or off screen at sheet music nearby. As a result, the video looks terrible.

The simple solution is to simply memorize the music and practice along with this video a lot beforehand.

On a similar note, we want to remind you that you are going to have to have the "sing along" part of this video playing in the background. This is so you stay on track with the other submission videos when we sync your video submission to theirs later.

And that is why we also ask you to use headphones when recording. This way, when you record your track we hear your voice and not this video.

We will talk more about that later but for now just keep in mind you need headphones a computer and maybe a phone or stand alone camera. That's it.

SETTING YOURSELF UP

So let's talk for a moment about how to make things look good on camera. First of all, make sure light is hitting your face. So be sure to position the camera in a way that windows or lights are not behind you, but rather in front of you.

A diagram is displayed of light hitting a face

Because we want some parts of this to be a little uniformed, be sure to position yourself in the center of the frame. Aim for what we call a "Medium shot" or a "waist high shot". And try not to cut off your head at all. A perfect frame might look something like this.

A frame is displayed of a Medium Shot.

And in terms of what to wear, we recommend wearing what you might normally wear when leading your community in worship.

Also, background sound is a real issue for us. So try and do this in a room with as little echo as possible. And be sure to close windows, turn off fans and air conditioners.

FINAL NOTES BEFORE RECORDING

In a few moments we will begin recording.
So we just want to go over a few last things first.

Remember to have your headphones ready. But have them unplugged at first. And make sure the volume of this video is turned up. There is a long "Beep" in the next section. It sounds like this.

Sound: Beep.

We need that beep on your actual recording because we use that beep to sync up your video with everyone else's.

Ok, take a moment now to double check the background sound and get your framing right.

And one final note. Once you press record on the camera, you cannot pause your recording until the take is complete. And please, do not splice or stitch multiple tracks together, this is a real problem for our editors as it can throw off timecode. If you don't like how a take came out, try it again until you get a take that you like.

Ok, let's move on to recording...

TIME TO RECORD

Press record on your camera now.

Title: press record now.

A countdown timer starts.

When this countdown timer ends, the beep will start. So remember, have your headphones unplugged and your volume up. And do not pause this video.

The countdown ends.

Sound: 3 second Beep

A 20 second countdown starts.

Ok, plug in the headphones now. When this last countdown ends, we will begin singing. Until then, take a breath and get ready to sing.

The countdown ends.

The sing along track starts and continues with the sheet music displayed.

This goes on for the entirety of the music score. When it finishes, a title comes on the screen.

Title: Keep looking at the camera for a few more moments.

A countdown of 10 seconds starts.

Don't press stop on the recording yet. Let's just let this play out another moment for our editors.

The countdown ends and is replaced by a title: Stop recording now.

LABELING YOUR VIDEO

Now that you have recorded your submission, you need to label it and send it over to us.

To do so, simply find the video clip on your computer and rename it with your choir part followed by a underscore then your full name, another underscore and then your city. And please stick to this order and format.

Title: example: Choir part_Full Name_City

Then simply navigate to this website address

Title: submission website address.com

Fill out the submission form, upload the video.

And that's it. You are finished. We will review your video and place it into the virtual choir.

Thanks for participating and we are looking forward to showing you the final version!