

## VIDEO RECORDING SUGGESTIONS

### Introduction

These procedures are provided to help you produce video clips that clearly represent the teaching and learning in your classroom. In order to capture elements of instruction and student learning, you will need to produce video clips of high audio and video quality. There is no requirement or expectation for you to create a professional-quality production. The use of titles, opening and closing credits accompanied by music or special effects are best left to Hollywood as scorers will be entirely interested in what the video shows you and your students doing within the learning segment. It is not necessary to be technically perfect but it is important, however, that *the quality of the videotaped activities be sufficient for scorers to understand what happened in your classroom.* . The procedures below will help you successfully produce video clips with minimum problems.

### What to Record

One way to record your learning segment would be to film a complete 40 minute class. You could then choose your clips within that time frame. (Perhaps the beginning and the end of a lesson) If you are being asked to submit 2 UNEDITED 10 minute clips and one 10 minute clip was from the beginning of your class and one 10 minute clip was from the end of your class, this would meet the time requirement and would not be considered editing. Editing would involve manipulating or deleting within the 10 minute clips. These clips should feature interactions between you and your students and your responses to student comments, questions, and needs.

### Steps for Successful Video Recording of Your Learning Segment

- **Make arrangements** for the necessary video/audio equipment well in advance. If you do not have access to video equipment, consider contacting peers, family, your cooperating/master teacher or university supervisor; or technology staff or students within your program's institution knowledgeable about video;
- **Advise your cooperating/master teacher and the principal at your school of your need to video record** lessons for your learning segment. Although it is often unnecessary, discuss any arrangements for a camera operator with them. If you use a camera operator, look to people who already have approval to be in classrooms, e.g., your cooperating teacher, your university supervisor, designated student helpers.
- **Collect the necessary consent forms from students.** This is a professional responsibility that should not be ignored. Respecting students' privacy as well as protecting yourself and your cooperating teacher are important concerns.
- **Location. Location. Location.**
  - Think about where you and your students will be located in the classroom during the activities to be portrayed in the video. What evidence do the rubrics call for that the camera will need to capture?
  - Make sure that both you and your students are visible in the camera
  - Where will the camera/mics need to be placed in order to optimize sound quality?
  - TURN ON THE LIGHTS! You need as much light as possible where you are filming. Do not place the camera facing the window or other bright sources of light
  - DO NOT move around the room to monitor student progress. It won't be audible. DO teach students to speak up so they can be heard.
  - Try to plan ahead and minimize the need for a camera operator by scouting locations in advance.
  - If you do need a camera operator, meet in advance to share the lesson plan and video needs. Discuss in advance whether or not you want him/her to zoom in or zoom out. Zooming presents its own challenges and should be used sparingly (if at all).

- **Practice the video recording process BEFORE the learning segment.** This will provide a chance to test the equipment for sound and video quality as well as give your students an opportunity to grow accustomed to the camera.
- **Try to record the ENTIRE set of lessons.** This will provide you with plenty of footage to choose the segment that best provides the evidence called for in the rubrics.
- Give yourself a few seconds lead time at the beginning and at the end of your video recording so that you are include everything you want.
- **Be natural.** While recording, try to forget the camera is there (this is good to explain to your students as well) and teach like you normally do. If using a camera operator, advise them not to interject themselves into the lesson in any way.
- **Be sure to select and submit clips with quality audio** so that those viewing your clips can hear individual voices of students as they are working on a task or with each other. It is often helpful to watch the video recording each day so you can check for audio quality and note possible examples of evidence with time stamps for later consideration in choosing the clip(s).
- For a video tutorial that highlights what to consider for successful recording in the classroom, follow this
  - link : <https://www.teachingchannel.org/videos/videotaping-tips-for-teachers>

### **Software and Equipment Considerations**

- edTPA has not required any particular software, cameras or editing equipment although there are formatting requirements outlined in the evidence chart in the handbooks. Certain situations may necessitate the use of some kind of external microphone. The only way to know for sure is to test the equipment.

### **Video Equipment and Clipping Tutorials**

- If you are new to video recording or the camera you are using, be sure to read the instruction manual that comes with the camera. Even if the manual has been lost, most are available online at the manufacturer's website. Manufacturer's sometimes have online tutorials to help you learn how to use the camera.
- YouTube also has a plethora of videos that show how to set up and operate a camera.
- Make a back-up copy either on your hard drive, USB drive or on a cd/dvd when recording is finished. Do not store the original and the back up in the same location. When preparing a clip(s) for submission, be sure that each clip is continuous without any edits. Use a program like Windows Movie Maker or Apple's iMovie software to prepare and save the clip(s) in the format required in your edTPA handbook.
- When clipping your video, it is best to use the free software that comes with your computer. PC's have the program Windows Movie Maker (found in the START menu under PROGRAMS) while Macs provide you with iMovie.

There are many online tutorials that will support you in learning how to use these programs:

#### **Tutorials for using Windows Movie Maker to edit your video**

<http://windows.microsoft.com/en-US/windows-vista/Getting-started-with-Windows-Movie-Maker>

#### **Tutorials for using iMovie to edit your video**

[http://desktopvideo.about.com/od/imovievideotutorials/iMovie\\_Video\\_Tutorials\\_Learn\\_How\\_to\\_Use\\_iMovie\\_From\\_Video\\_Tutorials.htm](http://desktopvideo.about.com/od/imovievideotutorials/iMovie_Video_Tutorials_Learn_How_to_Use_iMovie_From_Video_Tutorials.htm)