

LFPPC Video Submission Instructions

Thank you for being willing to participate in Sunday Morning Worship!

We appreciate you stepping out of your comfort zone and sharing your thoughts and experiences with the rest of the congregation via video. We want to make sure this is as easy as possible, and to set you up for success. So, read on! And be sure to reach out to zack@lfppc.org if you have any questions.

Requirements

These must be followed, or we might not be able to use your video

You can record using any device at your disposal – camera, phone, tablet, or even computer – as long as it meets the requirements below.

- **Record in Landscape.** Also called widescreen, or sometimes 16x9 format. Hint: If you're going to record with your phone, turn it horizontally so it is longer than it is tall before you begin recording.
- **Video file format must be one of the following:**
 - .mp4 (preferred)
 - .mov
 - .mpg
- **Do not add any copyrighted music to your video.** In fact, be careful that there isn't music playing in the background as you record. All of the platforms that we use to stream services have automated tests that check for copyright infringement and may shut down our stream if they detect it. **For non-copyrighted music use, please contact zack@lfppc.org first.*
- **If you have a choice, please record in at least 720p resolution (1280x720).** A newer device (something less than 3 years old or so) will most likely guarantee this for you. Lower-resolution formats don't look pleasing on most people's TVs today.
- **We highly recommend reading through the "Tips for Making a Great Video" below** and following as many of them as you can. They will make a huge difference.

How to Submit

How to deliver your video to the church

- Before submitting, watch and Listen to your video twice: once using headphones and once with speakers on a device like a computer. This will help you make sure the audio is ok.
- Videos must be submitted at least three days prior to the church service where they will be used (ie – if your video is for this coming Sunday, you need to submit it by Thursday). This is so that we have time to work out any issues with the video and make any necessary edits.

- When finished filming and editing, you can send files to the church via a Cloud Service (Dropbox, OneDrive or Google Drive, or iCloud are all examples). If you don't have an account with any cloud file sharing services, contact zack@lfppc.org to help with handing off the file.
 1. First, upload the video to your cloud service
 2. Wait until the video is fully uploaded to your service before creating a public share link to your video in the cloud service app.
 3. Depending on which service you are using you may be able to send the link directly from the app or you may have to copy the share link and then send it from your email.
 4. If you are only able to send a private share link please contact zack@lfppc.org to work out details.
- Email links to videos to video@lfppc.org or to zack@lfppc.org & frank@lfppc.org. Attaching your video to an email and trying to send it to the above will most likely not work. Videos are too large to be sent as email attachments.

Tips for Making a Great Video

The following are all optional but will help the people viewing your video to focus on the important part – the content – rather than being distracted by other factors. They are not as complicated as they might seem. Give them a shot! Experiment and have fun.

Do a Test first!

- Before you do your “real” recording, set up the shot, the camera, and do a test recording. Then, play it back to make sure the image looks good, the audio sounds good, the subject is in focus, etc.

Framing the Shot

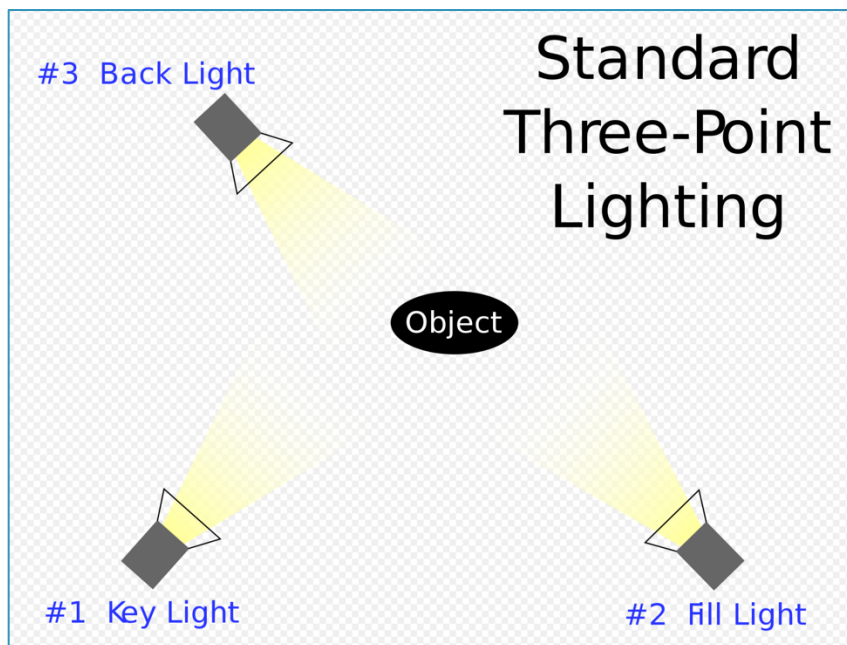
- Follow the “[Rule of Thirds](#)” (Google it!). Essentially, this involves thinking about the picture as a grid divided equally into thirds horizontally and vertically. Most of the time, you want the subject of your shot to be centered on where the grid lines intersect as in the image below.



- Consider what is in the background of your shot. At the very least, make sure there isn't any personal information that can be seen. Be thoughtful and intentional, making sure that there isn't too much going on – we want the viewer to focus on who or what you are trying to capture and not what is in the background.
- Make sure your subject is the thing in focus. Cameras have a funny habit of focusing on the wrong thing when you're not looking. Sometimes this results in your subject looking blurry and the wrong thing looking crisp.

Lighting

- Make sure the area you are filming is well lit; not too bright and not too dark. Often, natural light is best.
- Usually, it helps to have the foreground (the front) of the shot with your subject lit more brightly than the background.
- If you want to get fancy, create a makeshift [3 point lighting](#) (Google it!) setup for the best results. This can be done simply with a few lamps you probably already have around the house. See the image below for how that is done. Also, the example image above for the rule of thirds features a shot that uses 3 point lighting (and is well done for an interview setting).



Sound

- Find a quiet place to record.

- Make sure there is no music in the background. (It can end up being a copyright violation, and can cause the service stream to shut down)
- Pay attention to noise sources. (Road noise, Airplanes, Birds, Animals, Lawn Mowers, Machines, Fans). Those noises may seem quiet in the room but are picked up by the camera and may make the video unusable.
- If you don't have a separate microphone from the device you're recording with, make sure it isn't too far away. The further it is from you, the harder it will have to work to pick up your voice clearly.

People

- Try to avoid wearing clothing with complex patterns (thin stripes, checkered, etc.).
- Remove sunglasses, hats, or other things that might get in the way of seeing the person's features. Viewers want to see and make a connection to the person they are watching.
- Speak as if you are speaking to a large audience (because you are!).
- Try to use your hands when you talk, since hands at your sides can look awkward.
- If you're using a microphone, run the mic up under your clothing so the wire is not showing.