

## **TSR! Videotaping Suggestions**

### **Videotaping Instructions**

In order to make videotaping a success, here are a few videotaping tips:

#### **Becoming Comfortable With the Camera**

- Review the camera manuals and practice using the camera.

#### **Introducing the Camera**

- Prepare the students by explaining to them that you will be using a camera and tripod to film some group settings during the day.
- Inform the children that they are not allowed to touch the camera or tripod.
- Tell the children to pretend the camera is invisible and to pay attention to you as they normally would.

#### **Positioning the Tripod and Camera**

- Set up your tripod and camera in the classroom according to the relevant whole group or small group diagram below. Remember, the diagrams are only guidelines. When you look through the viewfinder, you should be able to see the following three things:
  - The materials needed for the activity,
  - Children with video consents (children without video consents should be avoided), and
  - Where you will sit or stand to teach.
- Tripod Tips:
  - Position the tripod away from noisy areas (e.g. dramatic play, construction, etc.) to prevent background noise.
- Camera Tips:
  - Make sure the camera faces away from windows and lamps to create a bright and clear video. If you film in front of windows and lamps, then the video will be too dark to see.
  - Make sure the zoom on the camera is far enough back to capture the children, the materials, and yourself. If you zoom in too closely, you risk not capturing one of these three elements.
  - Feel free to use blue tape to mark where you will stand in order to appear in the view finder once you step away from the camera and start filming.

## Filming the Activity

- Make sure that the materials are ready, that the camera only shows the children with video consents, and that you will also be seen in the viewfinder.
- Press record and go to the blue tape position to begin your instruction.
- Filming Tips:
  - Double-check the camera recording indicators to ensure that the camera is recording.
  - Talk in a loud voice. It is important to be able to hear what you and your students are saying.
  - Make sure that the materials are in the viewfinder for the camera. It is important to see what you and the students are working on.
  - Remember to keep the camera's viewfinder at eye level. This will ensure that you will be in the camera's view whether you are standing or sitting.
  - Avoid filming unconsented children.

## Filming Children in the Classroom

Below are diagrams that will help guide you on how to best position the children with video consents so that only they appear in the video.

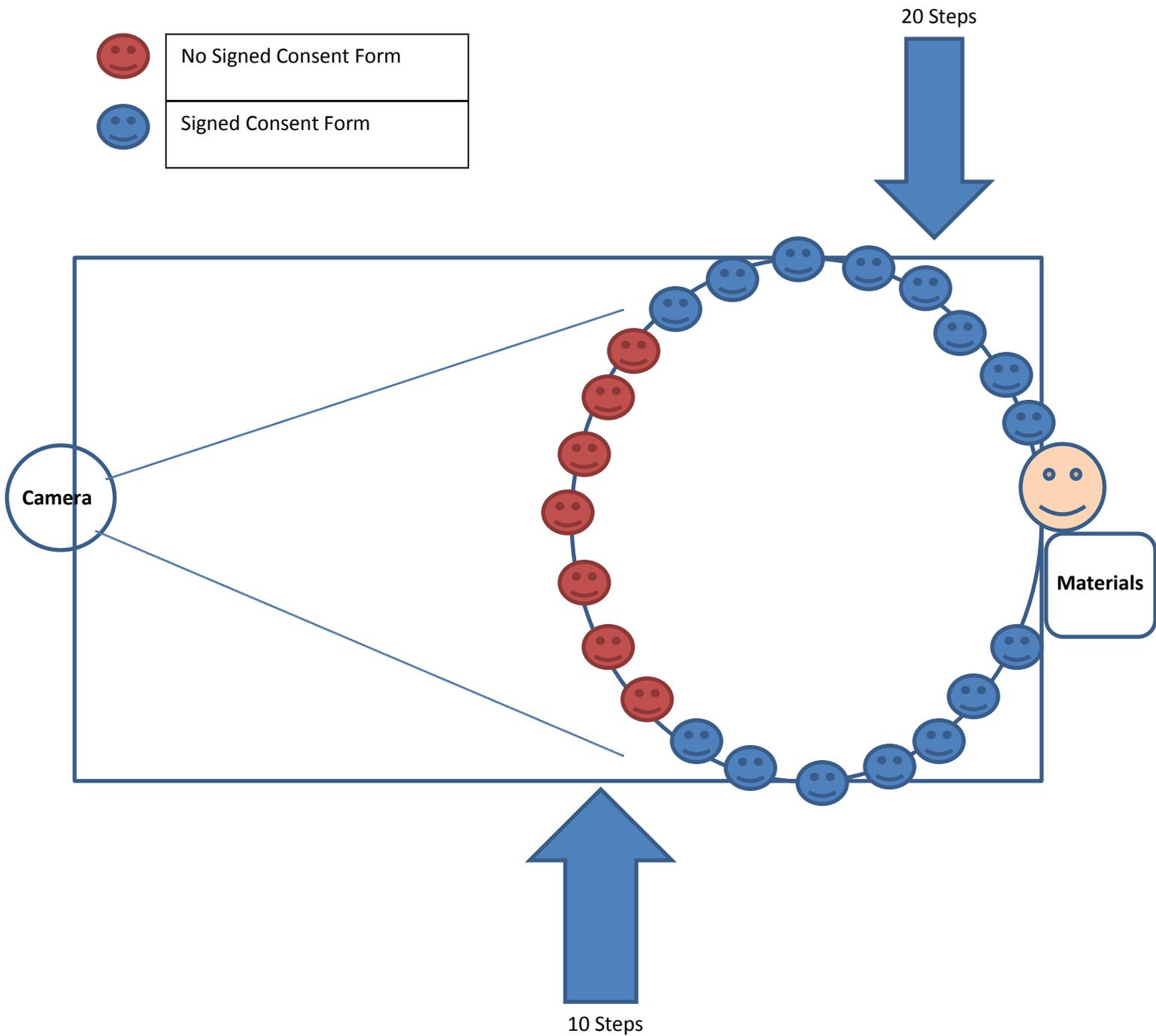
### **Whole Group Read Aloud**

When you review the video, it should look like the example below. Notice the following:

- The book is visible.
- Only the faces of children with media releases can be seen in the video.
- The teacher is visible.

Below is a diagram, of how to reproduce the above setting in your own classroom.





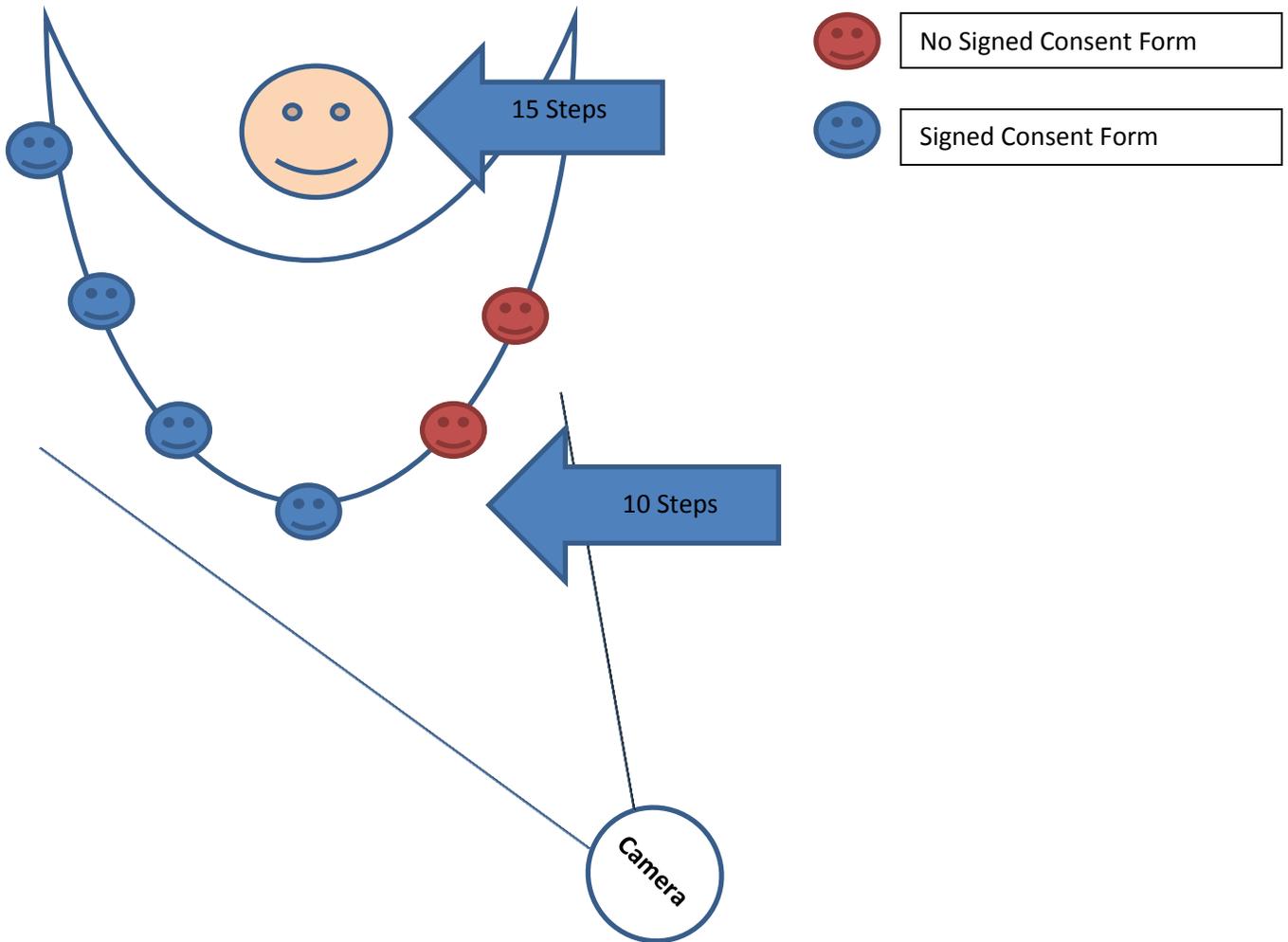
Whole Group Read Aloud:

Begin by setting the tripod at teacher's height level—the viewfinder should be at about eye level. At 20 steps this height will capture all of the activity from the floor to the standing height of teacher without losing the teachers head.

Arrange students so that those who do not have signed consent forms are less likely to end up in the camera's view.

Notice the following: the materials are visible, only the faces of children with video consents can be seen in the video, and the teacher is visible.

**Small Group Lesson**



Small group activity:

Begin by setting the tripod at teacher height level—the viewfinder should be at above eye level. Angle camera down to capture materials used. At 15 steps this height will capture all of the activity from the floor to the standing height of teacher without losing the teacher’s head. Since most teachers sit during their small group work, the camera may be placed at bit shorter than above eye level.

Choose a group to videotape where all of the children have video consents. If all groups are a mix of consented and not consented children, then select the group with the highest number of consented children. Arrange students so that those who do not have signed consent forms will not end up in the camera’s view.