



## The Daily Routine: Good Filming Habits

### Video Filmmaking Essentials

#### The night before you start filming

- **Backup** your material:  
Safe the filmed material onto your computer. BUT DO NOT DELETE ANYTHING FROM YOUR SD-CARD
- **Review & Learn**  
If possible, watch some of your footage with the sound. How is the image and sound quality?
- **Equipment Check**  
Are both batteries charged? Do you have your headphones, microphone, etc.? Is your bag clean (no sand, dust)?
- **Camera-Check**  
Are your settings ok? (Usually they should be. Do not change them)
- **Adjust your Shot list**  
Which scenes can be checked off? Where will you be going tomorrow? What comes first? What second?
- Re-read **Ethical Guidelines** or/and **Manual on Style and Angles**  
Remember that there is no neutral way of showing something. Are you conscious about how you portray the people? What is it that you want to show about them or else; what would they want you to see?

#### When you enter the context

- Introduction: Explain what you are up to with the camera
- Prepare: Talk to people you may want to interview later
- Oral or Written consent is needed when you are making an interview or filming a scene on one person  
To obtain oral consent you can leave the camera running as you ask the person if it is ok to film them.  
For interview settings; try to obtain a signed consent form

#### DURING FILMMAKING

- **Film, Film, Film but with consciousness:** Be conscious when you turn on the camera what you want to film but do it very often. Usually people have too much random material of things they like spontaneously but not enough of what is really on their shot list.
- Monitor your Sound – Always wear headphones (video without sound cannot be used)
- 5 Seconds Rule – Whenever you film something count until 5 (shorter pieces of video material cannot be used in the edit)
- 2 Angles-Rule – Try to film every scene from one than more angle (not needed for interviews)
- Follow your Shot list – First try to film what is on your list, then allow to be tempted by the rest
- Check your **White - Balance** when doing an interview (see one-push whitebalance)

#### Ending your Filmmaking Day:

- Repeat what you did the night before!

#### **What about Manual Focus / Auto Focus?**

Generally, you may stay on Auto Focus. The camera uses face recognition and will follow a face even if it moves within the frame.

**Exception 1:** If you are very close to a face it may not recognize it. - Manual focus is needed.

**Exception 2:** You film an object in the foreground (e.g. a closeup of a person and people in the background) The camera will most probably **JUMP** between focusing on the foreground or background. Again, manual focus is needed.

**Music and Local talent:** If you can, try to find local music for your video clip. If there is no digital file available, you may also go record it separately. – Make sure there is no other ambient sound (noise). In this case, get their consent as well (written or oral).