



WGA video recording guidelines

For a seamless recording, and if you don't have a recording software on your laptop, we advise you to use your mobile phone.

1. Getting ready

Dress code

- Please dress as you would do for a face-to-face interview
- Make sure you do not wear the same colours as the background behind you (avoid stripes)

General setting & lighting

- Record in a quiet place (make sure there's no traffic or people talking in the background)
- Avoid sitting against a window, as this will darken the image
- If you record with your laptop, position any available table lamps or floor lamps behind the laptop, so they softly illuminate your face

Audio requirements

- Test your microphone beforehand to make sure the sound is good
- Ensure that nothing is blocking the microphone

2. It's time to record

Setting up your recording

- If you record with your phone, hold it horizontally, not vertically
- If you record with your phone, please do not use the zoom function
- If you record with your phone, use the back camera and don't record on selfie-mode

In front of the camera

- Look at the camera at all times to maintain eye contact with the audience and stand up straight
- If your laptop is on your desk, raise it up so the camera is roughly at eye level (use a laptop stand, or a few books)
- Keep your hand movements and gestures to a minimum
- Keep your hands to your side or gently folded in front of you (no crossed arms)
- Keep your shoulders relaxed
- When recording, please leave enough space between sentences so the editor can cut, but make sure it sounds like a consistent story
- Speak clearly and not too fast
- Try to look as natural as possible

Important

- Record your part at least two times and send over both recordings
- Please do not record with any filter or make any edits to your recording