

UN Habitat

Supporting COVID-19 Response Video

FILMING GUIDELINES

BY



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GUIDELINES TO FILMING:

- 1- B-ROLL FILMING
- 2- B-ROLL GENERAL FILMING TIPS
- 3- INTERVIEWS FILMING
- 4- INTERVIEWS GENERAL FILMING TIPS
- 5- EQUIPMENT GUIDE



FILMING B-ROLL



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B-ROLL FILMING

Long Establishing shots:

Those are wide shots where we establish the place, the time and the action taking place.

These shots can be also taken with drones incase available.



B-ROLL FILMING

Medium shots:

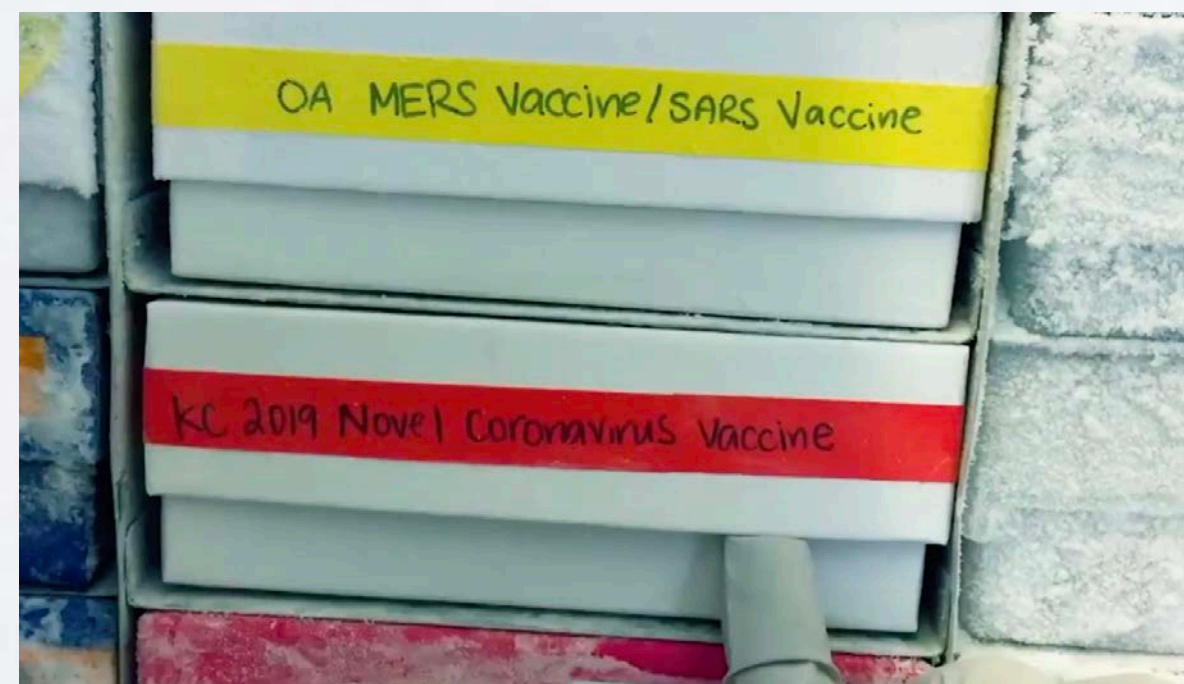
These shots are more close than the wide ones and they are taken to reveal the action taking place and the people taking this action.



B-ROLL FILMING

Close up shots:

These shots are extreme close ones and they are taken to show facial expressions, details of items or action taking place or reveal a written text on flyers or items.



REFERENCE B-ROLL VIDEO SHOTS



Reference Links:

<https://www.youtube.com/watch?v=ctZ80Dlch2E>

<https://vimeo.com/475513970>



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B-ROLL FILMING TIPS

- Take as **many shots** as possible especially close shots of people in action.
- Try to take all shots on a **tripod** (to ensure stability) or use a Gimbel/DJI-Ronin/DJI OSMO to stabilize your motion with the camera.
- Incase of a Gimbel availability, Take as many **motion shots** as possible, moving with subjects, and taking 180 degree shots around the action taking place, etc...
- For establishing shots of buildings and actions, use **pan/tilt** motions of the camera with the tripod.
- Make sure that the frame is **well-lit** and not over/under exposed.
- Incase you are filming the same spot more than one day to show how things have changed through out the project then you can assign a camera to take a **time lapse video**, where you set a camera in an exact same spot every time you film the same place and keep taking footage each time for an hour or two.
- Take as many beauty shots as possible; Like: Actions reflected on glass/water/street ponds, silhouettes..etc



FILMING INTERVIEWS



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INTERVIEWS FILMING

Option 1: (recommended)

Filming an Interview with **2 cameras**



CAMERA 1: WIDE FRAME



CAMERA 2: CLOSE FRAME

Subject should be standing/sitting in 1/3 of the screen (right or left) (Rule of thirds)

Please don't forget to leave some head space

The subject eyes are looking to the side (to the interviewer) who should be sitting eye level to the subject.

INTERVIEWS FILMING

Option 2:

Filming an Interview with **1 camera only**



MEDIUM FRAME

Subject should be standing/sitting in 1/3 of the screen (right or left) (Rule of thirds)

Please don't forget to leave some head space

The subject eyes are looking to the side (to the interviewer) who should be sitting eye level to the subject.



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INTERVIEWS FILMING TIPS

- . Ask your subject to stand in a suitable location.
- . Subject should be standing/sitting in 1/3 of the screen (right or left)
- . Medium shot with plenty of head room (incase one camera)
- . Wide shot and close shot with plenty of head room (incase 2 cameras are used).
- . Make sure lighting is really good. (daylight makes a perfect look)
- . Make sure you are filming in the least noise area.
- . Use a background that doesn't have much of distractions because we need the audience to be focusing on the interviewees.
- . Its always better to film interviewees in the field not in offices.
- . Its always better to use branded items in the frame yet not a must incase not available.
- . Always get the interviewee to give a full answer to the question since the questions will not be visible nor audible.
- . Always give the interviewees the time to finish what they are saying and then you can ask them to repeat by summarizing their answer into shorter sentences, so by that way, we get options of their responses.
- . Make sure the interviewees sound is clear and heard properly.



EQUIPMENT GUIDE

I- CAMERAS:

- You can use any DSLR Camera (Canon 5D or Sony A7S Mark II, ...etc)
- Incase of using mobile phones (which is totally not recommended) please make sure to use the same settings and follow the same frame guidelines.
- Use the settings: **FULL HD** format 1920x1080 24 FPS
- Make sure you make back up copies of the memory card after filming.
- Try to use prime lenses, if not available, use lenses with least f stop to give depth to your image.

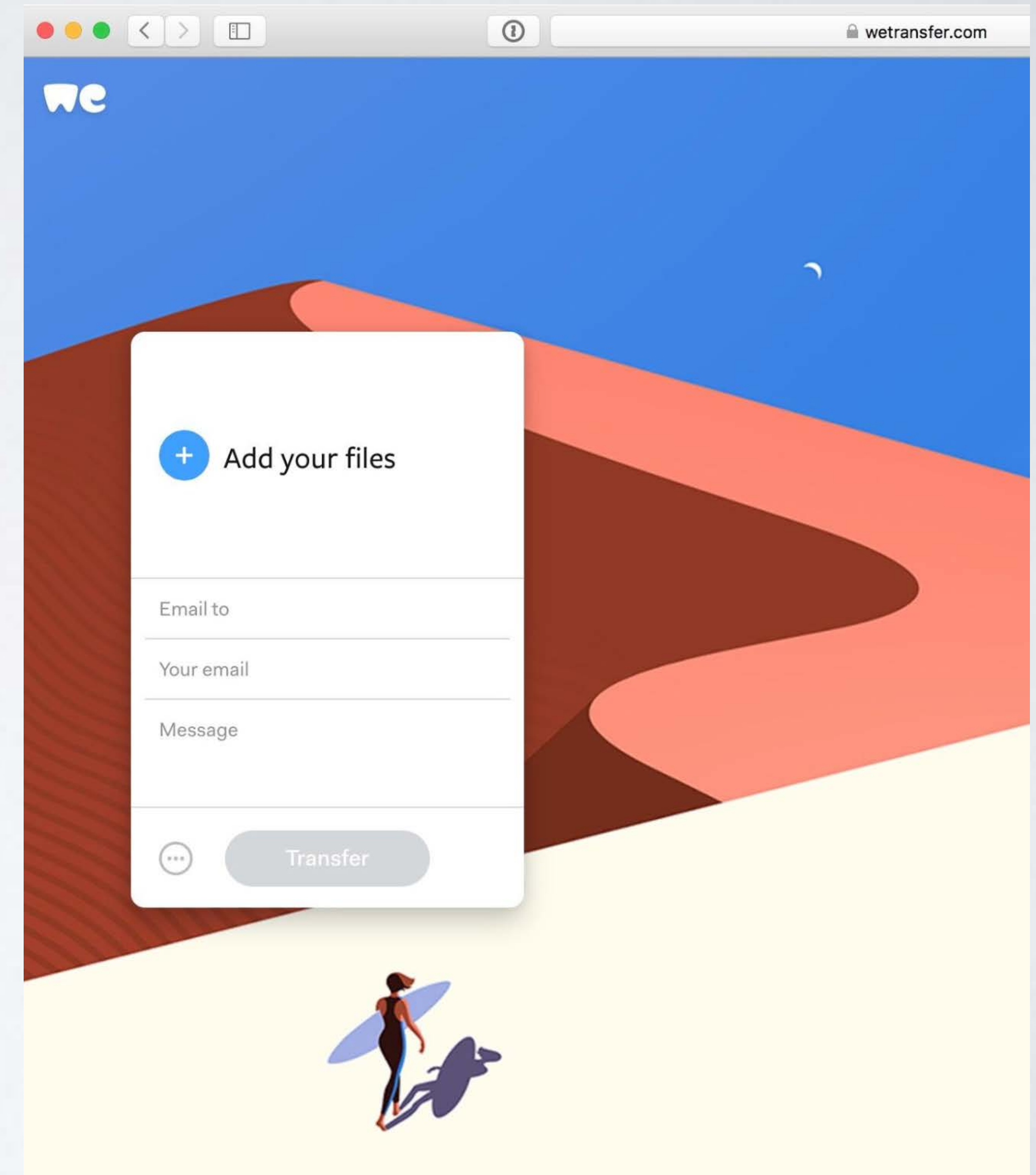
2- SOUND:

- Using an external sound recorder is the best option.
- Please check the tutorial below to the recommended sound recording device and method. <https://www.youtube.com/watch?v=Itp1TLajkPI>
- Else, you can use the Zoom recorder, or rode mic as shown below:
- Please make sure that your recorder is working fine by testing it before recording any interview.



Finally

- **SEND THE FOOTAGE VIA EMAIL:**
Or upload it on www.wetransfer.com or Google drive.



THANK YOU FOR YOUR VALUABLE TIME

STAY SAFE :)



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