

Specifications and recommendations for the CirCoAX video recording:

Recording with mobile phone, camera or similar:

- Place the recording device in a **horizontal position** and in a fixed position to get a steady image.
- The space should be well lit and you should take care of the background and of having **as little external noise as possible** (street noise or similar).
- If the person is being recorded while standing, it is recommended to use the **medium shot** (head to waist) and the **medium-long shot** (head to mid-thigh, above the knees).
- If the person is sitting, two shots are recommended:
 - **Close up shot:** framing the bust.
 - **Interview shot:** the person is shown seated, with the shot cut off at about the knees, slightly turned to one side of the centre of the shot and speaking to a third person off-camera (although they can be filmed facing the camera as well).
- Check the audio recording by playing back the previous test recordings (if possible, do it with headphones for a more accurate reference).
- Record in an environment with **natural but not direct light**. Ideally, try to ensure that all participants record with similar lighting conditions.
- Record in landscape format (horizontal) and in the **highest resolution** supported by the camera you are recording with (1080p is usually available at the mobile phone settings).
- If the camera settings are adjusted, it is advisable not to raise the ISO level – the sensitivity sensor – because the image may be grainy afterwards.
- Place the camera or computer at the speaker's **eye level** so as not to get a high or low-angled shot and distort the figure.
- During the recording, it is recommended that the speech is delivered in complete sentences, repeated several times if necessary. Avoid cutting a sentence in half and continuing. Complete sentences make it easier to edit and make it less noticeable that you have hesitated.

Recording from Zoom or Microsoft Teams:

- The same steps should be followed as for camera or mobile phone recording in terms of location, lighting, etc. The shot could be closer, trying to get a medium shot.
- If possible, it is recommended to use an external microphone connected to the computer such as headphones. The quality of the sound will be determined by the person on the other end of the call, who will be listening to what is being said.

Maximum duration:

- **3 minutes**, although it can be shorter if deemed appropriate.

Video content for the call:

- Presentation of the Project idea
- Explanation of the change you would like to create in the fashion and textile industry.

Accepted formats:

- MP4 and AVI.
- Maximum 250 MB.