

How to Record Audio & Video Stories

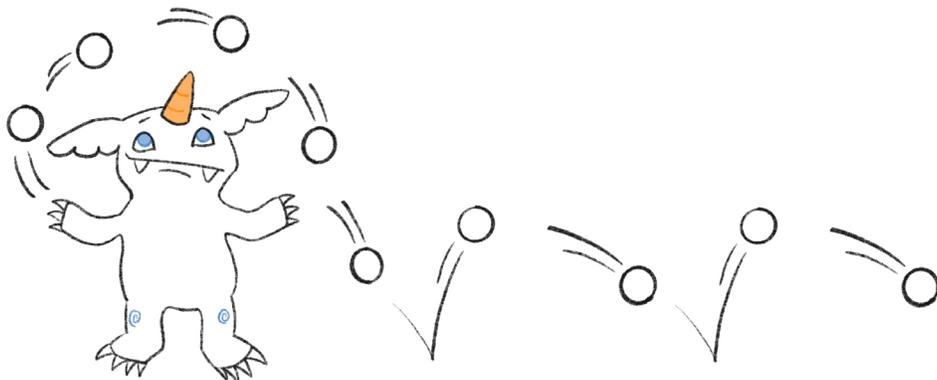
Some children will feel more comfortable telling a story aloud, versus writing it. Here are some guidelines for helping them prepare for and record an oral story.

1. Planning and Outlining

Have them think about what they want to say. Jotting down notes or key words in bullet points will help them remember their main ideas or the sequence of events. Encourage them, as you would for kids who are writing stories, to use description and detail and to expand on the basic framework of the story. For example, if they say, "*Then we played at the park.*" Ask them: "*What did you play? Who else was there? What was the weather like? What did the park look like?*"

2. Practicing

Encourage them to practice their story out loud once, twice, or as many times as they want. If they're doing this during a session, they can practise while muting themselves or do it with a facilitator in a breakout room.



3. Record!

Use the recording option on the meeting platform (Zoom/other). If kids want to record themselves at home during or in between workshop sessions, they can do so with any device that they have (phone/laptop/tablet/camera). They can do some practice rounds before recording if they want, play the recording back to see how it sounds, and take notes as they listen.

» For video:

- Stand or sit in one place, facing (or close to) where the light is coming from (a lamp or window).
- Be as expressive as you like! You can act, dance, sing too!
- It is best to record in landscape orientation (holding your phone horizontally).

» For audio:

- You can use a cell phone's voice recorder, or a computer with a mic.
- Try to be close to the device without moving it too much.
- You could place it on a table in front of the kid while he/she/they read their story out loud.

4. Save and Share

Save the file as any of these accepted formats: WAV, MP4, MP3, M4A. Instructions will be made available as to where these files should be uploaded.