



Please read these instructions all the way through before you submit a video. You will find specific information about:

1. Prompts
2. Video Instructions
3. Video Upload Instructions

Prompts

This year, we are providing two video prompts for you to choose from. Please choose **ONE** question to answer in your video. It does not matter which question you answer, so pick one that you are most interested in answering. Potential members will upload a video to introduce themselves to the chapters and answer **ONE** of the following prompts.

1. What accomplishment are you most proud of? Why?
2. What is the biggest decision you have had to make, and how did you make it?

Our chapters are excited to get to know you better through this video, so do not be afraid to be yourself! The chapters want to see the real you and want to get to know your personality. We recommend that you dress in something that makes you feel comfortable, maybe something similar to what you might wear to a dinner with friends, or a fun day out on the town. Be sure to check out our [Pinterest](#), to find some outfit inspiration!

We ask that you keep this video to be under one minute. Only submit one video. Once the video is submitted it is final. You may submit your application without your video upload; however, you must upload a video for your application to be considered complete. Below is a link to a video with examples from our 2023 Recruitment Executive Board. More examples will be uploaded to our social media throughout the summer!

EXAMPLE 1: [IWT Example Video #1](#)

EXAMPLE 2: [IWT Example Video #2](#)

Video Instructions

Below is a list of recommendations to help keep your video professional. Auburn University is committed to providing equal access to all Auburn students. If you have need for captioning or other disability-related accommodations, please contact the Office of Accessibility at ACCESSIBILITY@AUBURN.EDU.

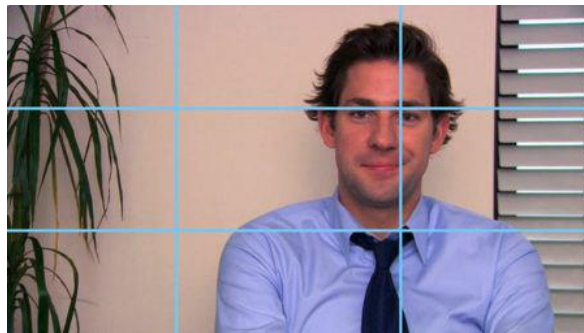
1. **ORIENTATION:** Orient your phone horizontally, like in the picture below. This will ensure your video displays properly on a viewer's screen no matter if it is a TV, computer or mobile device.



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2. **STABILIZING VIDEO:** There are two good options for keeping your video stable with minimal movement:
 - a. Having someone else hold the phone for you so you can focus on what you are saying. This allows that person to focus on the video while you focus on your verbal delivery.
 - b. Using a stack of books, a bookend or any other stable item to prop your phone against so it stays steady while you record.
3. **AUDIO:** For the best audio, record in a quiet setting and stand/sit four feet or closer to your phone.
 - a. Try to keep your mouth pointed toward the phone at all times as turning away can significantly lower the volume on the recording.
 - b. Ideally, the HVAC system in your location is not running while recording, but sometimes this is unavoidable.
 - c. Turn off all radios and televisions in your home while recording. That sound will be audible in the background if they are on during the recording.
4. **LIGHTING:** Avoid having bright backgrounds behind you.
 - a. Avoid bright windows behind you as they will wash you out. Try to face the brightest part of the room. That will serve as the main light source for your video.
 - b. Do not rely solely on overhead lighting. This will create dark shadows under your eyes. Try to use windows or lamps in addition to overhead lighting for the best results.
 - c. When setting up the shot, take a moment to notice if one side of your face has more shadows than the other. Try to add lighting on the darker side of your face to even it out.
5. **BACKGROUND:** Pay careful attention to your background. You want to avoid several potential mistakes with your set.
 - a. Avoid a cluttered or messy background (clothes on the floor, junk piled up, etc.).
 - b. Avoid a distracting background (posters with a lot of words, televisions turned on, etc.).
 - c. Avoid a background that is too bright (see the lighting section).
 - d. The ideal background is simple. It does not have to be a blank wall, but it should be something that will not take attention away from what you are saying.

6. **FRAMING:** There is a basic framing rule for video shot composition called the rule of thirds. It is demonstrated in the picture below.
- a. Notice the screen is divided into thirds vertically and horizontally.
 - b. You should frame your shot so your eyes are on the top horizontal line. This is called the eye line. Note: the lines will not be there; you will have to approximate this based on your best estimation.
 - c. This will help dictate headroom. There should be just a bit of space above your head and plenty of space below your chin. The picture below demonstrates the ideal framing to use when recording a video from your phone.
 - d. One change from the picture: You can be in the exact center of the screen instead of on one of the vertical lines.

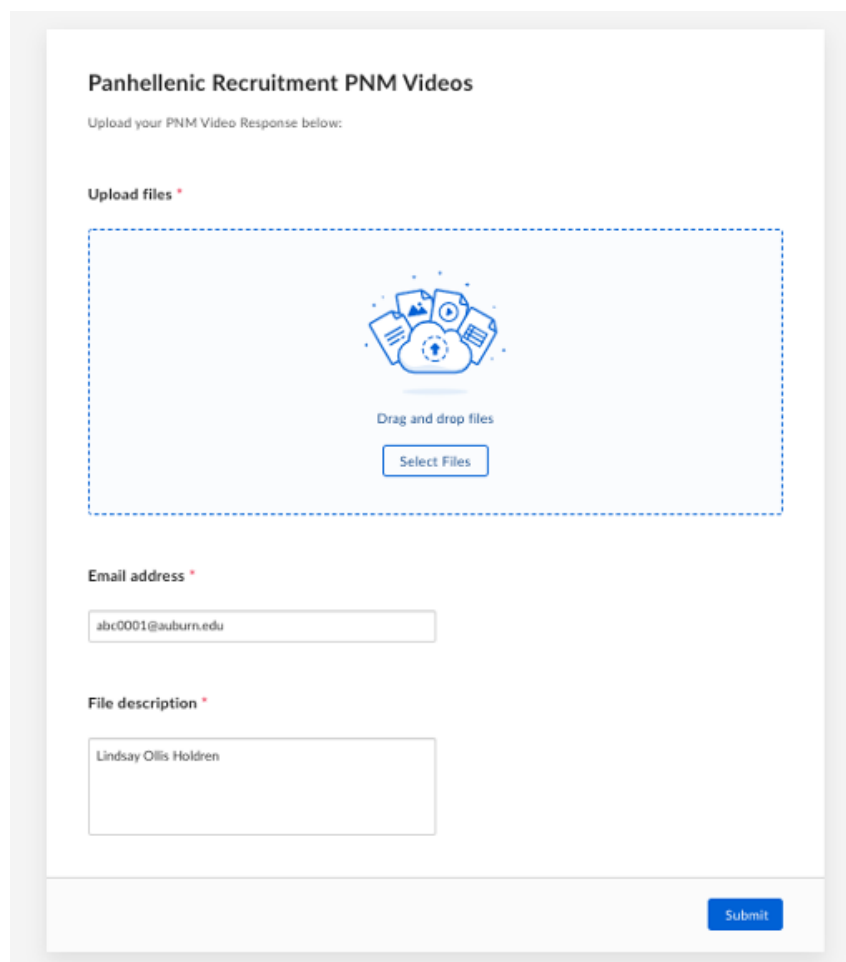


Video Upload Instructions

Once your video is ready to upload, following the instructions above, please follow these directions.

1. VIDEO UPLOAD LINK:

- a. The link will look like the picture below.
- b. Before you upload the file or drag and drop your file, you **must save the file name to be your legal first, middle, and last name**. If the file name is not saved to your legal first, middle, and last name we will not know who you are.
- c. You will need to input your AUBURN EMAIL address in the “Email Address” section. In the “File description section” please input your legal first, middle, and last name.



The screenshot shows a web form titled "Panhellenic Recruitment PNM Videos". Below the title, it says "Upload your PNM Video Response below:". There is a section for "Upload files" with a dashed blue border containing a cloud icon with file symbols and the text "Drag and drop files" and a "Select Files" button. Below this is an "Email address" field with the placeholder text "abc0001@auburn.edu". There is also a "File description" field with the placeholder text "Lindsay Ollis Holdren". A blue "Submit" button is located at the bottom right of the form.

- d. [Click here for the Video Upload Link](#)

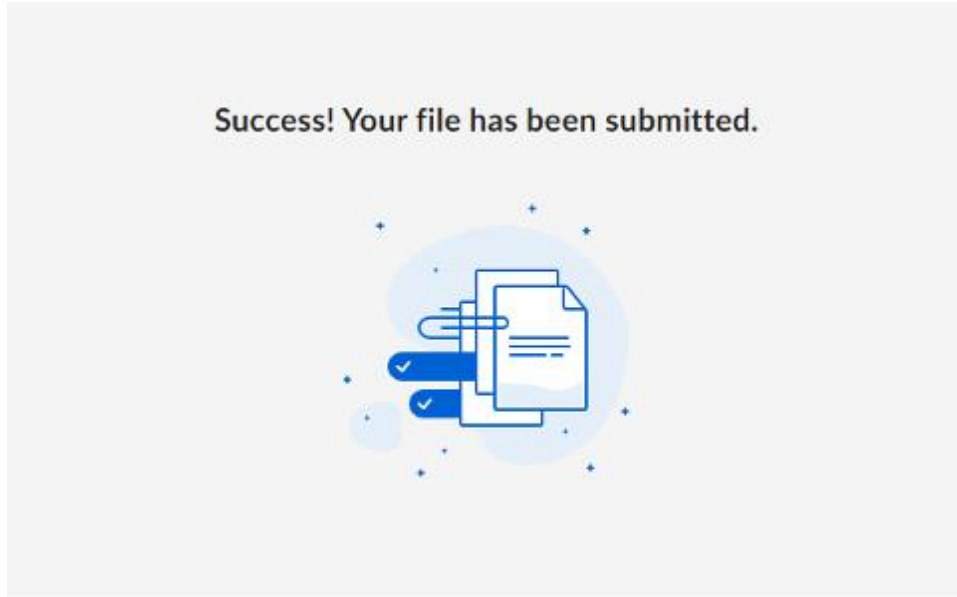
2. UPLOADS ARE FINAL:

- a. You may only upload one video and that will be the final version of your video. Please do not resubmit videos. Our chapters will only see the first version of the video you upload. You will not



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be able to update your video once you submit the video through this form. Once your video is uploaded, you should get a message that looks like this:



- b. We recommend you submit your application, and then add your video, by following these instructions, once it is final. Please try to submit your video by July 14. If you submit your registration after July 14, please try to have your video in as soon as possible.