

Professional Video Presentation Tips

- Keep simple notes and organize your thoughts ahead of your recording to help guide your delivery of the content and help avoid repeating yourself.
- Practice your presentation and time yourself, avoiding reading directly from your paper.
- Make eye contact with the camera to connect with your audience while you are speaking.
- Set your camera at eye level or slightly higher and frame your face in the center of the screen to give the appearance you are speaking directly to your audience.
- Speak loudly enough to be heard and clearly enough that the message is conveyed.
- Communicate your thoughts in a highly ordered, logical, and unified manner.
- Show proper oral expressiveness and use proper word choice to indicate your understanding of the topic.
- Avoid/minimize filler words such as “umm,” “like,” or “you know.”
- Minimize any background noises or interference.
- Keep your background free of clutter by placing your camera in front of an empty wall or one that has limited distractions for the viewer. If you do not have that option, you may consider adding a virtual video background.
- Your attire should be professional and similar to what you would wear to an in-office meeting, ensuring the patterns are not too busy or the attire is not too revealing. A suit is not required, but you may wear one if you prefer.
- Be sure your hair is groomed and that any makeup worn is not distracting or unprofessional.
- Avoid jewelry that is distracting, highly reflective in your lighting, or that makes noises that can be picked up by the camera as you move.
- Be sure to convey a proper academic/professional tone throughout that can easily be understood by speaking slowly, clearly, and confidently.
- Your presentation should also include professional insights, provide examples to support or reinforce your points, and lead your audience to a dynamic and supported conclusion.
- Remember to relax and be yourself, let your personality come through and enjoy presenting this important information.