**Checklist for your video shoot**

**Be careful about the following things when you shoot your video.**

**🗹**

There are no background noises. 🞏

There is enough light in the room. 🞏

The background is not distracting. 🞏

You can see everything and everyone that is important. 🞏

Everyone speaks slowly and in a normal speaking tempo. 🞏

Everyone talks clearly and pronounces every word correctly. 🞏

Everyone talks loud enough. 🞏

You talked about all the questions that you had to answer. 🞏

The video has a logical structure. 🞏

The video has a beginning, a main part and an ending. 🞏

The video is entertaining. 🞏