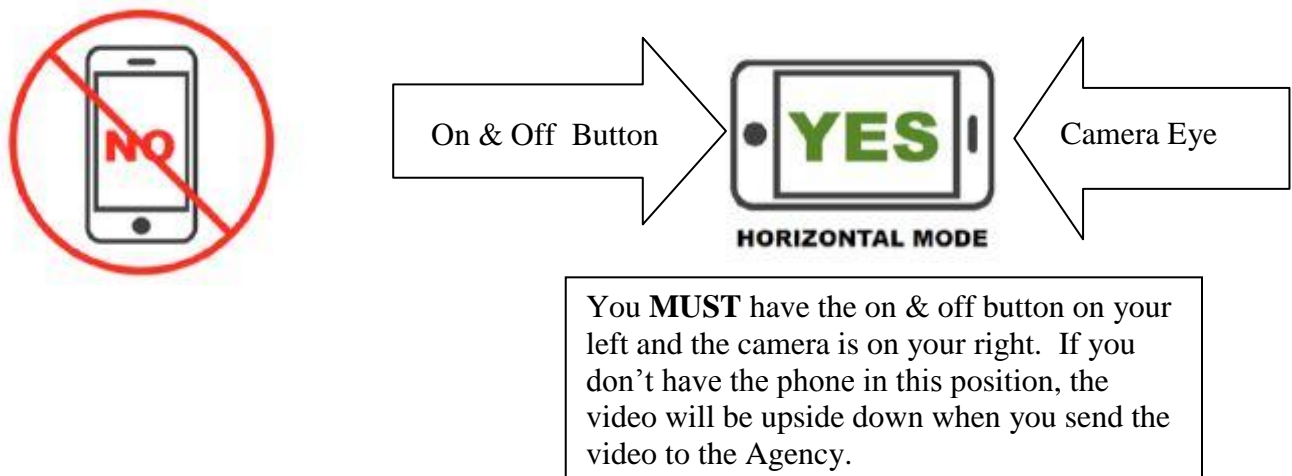


## Commercial Self-Taping Instructions:

### Setting up:

1. Nothing in the background, blank wall (solid backdrop/solid bed sheet) with nothing on it to distract.
2. You may want to invest in a tripod, to hold the camera steady.
3. Make sure the room is well lit, without shadows.
4. Self Tapes are to be shot horizontally and **tight frame** (top of head to mid-chest).
5. Look at the camera **eye**, (that is your focal point) **DO NOT** look at yourself in the picture screen, either.  
Keep your eyes on the focal point so you are not looking back and forth to the camera (No shifty eyes).

Using a smart-phone in horizontal mode; frame yourself tight (from top of head to mid chest).



### Self -Tape Videoing:

Looking at the camera eye, on the right side of the phone (do not look at yourself).

Slate:

1. First and Last Name (make sure you are saying your name CLEARLY)
2. Images Agency St. Louis Missouri
3. Pause just a second
4. Perform your recording

Very important – your eyes must be looking at your focal point – do not look at yourself.

**\*\*\*\*NOTE: If you choose to have someone hold the phone and video you; the person holding the phone will see you in the screen and the On & Off button will be on their right and the camera eye will be on your right.**