



**Neurodivergent
Community Projects**

VCSE Small Grants Fund

Top tips for creating a video or recording audio on your mobile phone

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Brainstorm ideas...

Get together with your colleagues/volunteers to discuss your answers and bullet point what you plan to include. Think about where you want to film the video or record the audio, and who you want to include in it, such as volunteers and people who have been supported by your charity. Make sure you have read the **guidance document** as this will help with planning what you want to say.

- Refer to the questions within the application form to support you
- What have you been asked to include / explain / tell us?
- Use the prompts in the application form to structure your video

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Timing...

- Each question should be up to 2 minutes in length.
- You might want to write your response to each question down and time it before hitting record.
- It might be easier for you to answer each question separately then you can choose to edit them together or keep them separate.
- When saving make sure it is clear which video answers which question.

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Keep it visually simple

You don't need fancy editing, but you can:

- Record in landscape (video) or use a free audio recording app from your app store
- Have a clear backdrop or a space that shows your area of work/branding
- Use cutaways (photos, examples of your work)
- Keep edits clean and minimal

Prioritise clear audio

- Record in a quiet room (turn off fans, notifications).
- If possible, use earbuds or a simple mic.

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