



## Filming for live streaming services

There are different services you can use to stream a service online, with the most regularly used services being Zoom, Facebook and YouTube. On each of these systems you can pre-record your film or you can film live.

Before you start considering streaming your services please think about the following questions:

- Why are you streaming a service?
- How frequently you will use the equipment?
- Who do you want to reach - do you want to reach existing or new audiences?
- Is this part of a lockdown scenario or part of an on-going 'blended church' provision?
- How will you engage with viewers afterwards?
- How will you monitor viewing figures?
- How much of a budget do you have?
- How much time do you have?
- Consider what you can achieve now and what you would like to be able to do long term?
- With any luck you will have a volunteer in your congregation with the necessary skills to help you, we recommend putting together a team who can help co-ordinate: preproduction planning, cameras/filming, sound, editing, social media management and more.

This guide can offer you a starting point and covers:

- 1) Method of filming such as a camera, laptop with webcam, a smartphone or tablet and software
- 2) Quality of filming - Microphone & Tripod
- 3) Good Wi-Fi with a fast upload speed
- 4) Where to output
- 5) Broadcasting tips, safeguarding and worship resources and more.

## Method of filming

### Using your mobile phone

This type of filming may be perfectly acceptable while filming from home and when filming one person only. It is also great if you want to produce an 'of the moment' film, one that looks spontaneous, up-to-date and current.

For a complete overview of filming using your mobile phone please visit our guide:

[How to? film for social media from my phone](#) | Padlet

With the addition of a mic and tripod (see below) your mobile phone might be all you need!

### Using a Tablet

Similar to the mobile phone (see guide above) a tablet is an ideal for the next step in filming. It offers a bigger screen and if you use this along with a mic and a tripod it could be more than adequate

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| Ipad or Android tablet | Ipad approx.. £350 +<br>Tablet approx. £100+<br>We recommend placing your tablet a couple of metres in front of you and filming as if taking a selfie, this enables you to view the film as you are recording thus ensuring you are in shot and it is working!<br>You can live stream or prerecord.<br>On Ipad you will also have the benefit of Imovie software for editing. |
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### Using a camera and PC

If there are lots of people to capture, you want to interview someone or want to film in a church building which echoes and has variable lighting issues depending on where the sun is that day you will need more professional equipment.

Please see some options and budgets below:

### Using cameras

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| Webcam                       | Approx. £25+<br>You can purchase a webcam system which plugs into your PC using a USB port, you may need an extension lead so you can position your camera in your church away from your PC.  |
| Single video camera solution | Approx. £450<br>1x DSLR, Video capture card, stand and cables. This links a camera to your computer via an HDMI lead which can output the feed and the video capture card converts this into usable format. An audio input from an AV system can be added or the camera's internal microphone used.<br>The advantage is that it can be placed at the back with a zoom lens to focus the stage at the front thus all wires are kept tidy at the back.<br>The video quality will be higher than a webcam.<br>The disadvantage is that this provides a single camera view. |

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|                                     | If there is a DSLR already available for use, you will need to connect your camera to the PC – in which case you may need a video capture device to convert to webcam format to stream. These start at £50 for a budget option.   |
| TV Studio in a single unit solution | Approx. £400<br>MEVO is a high-quality camera that has six hours of battery life and connects to a mobile app. The app enables you to choose different angles and close ups all from the same camera. It will even zoom in and follow someone as they move around the stage. The app connects to livestreaming platforms to get you online straight away. Needs to be positioned near the service leader as it doesn't have an optical zoom, but does connect to a mic stand.<br>A simple, but highly functional bit of kit.  |
| Multi-camera solution               | Approx. £3500<br>With two cameras, video mixing desk providing switching options and the ability to add on screen lyrics from existing video presentation software alongside the live video feed, cabling and mounts. This is professionally installed kit and has additional options where appropriate.<br>A mixing desk output links to your computer with internet connection, the feed outputs to restream which can forward it to YouTube, Facebook and ChurchOnlinePlatform simultaneously.<br>We suggest you will need significant support and expertise to support this type of system. |
| Video Mixer                         | Approx. £250-£300.<br>If you have two cameras already you may be able to afford a video mixer collecting the mics and videos in one place - it effectively acts as a 'tv studio' for your filming enabling you to switch between cameras and mics. For example the Blackmagic Atem Mini which includes its own software.  |

*Source: Diocese of Bristol & Church of England Webinar.*

Once your audio and video feed is set up and you have film coming into your computer, you will now need to output your films to external sources and may want to pre record materials to edit into your films:

**OBS software** is free and open source software for video recording and live streaming. Offering the ability to connect your output (camera/phone) to either Facebook or YouTube - this software will send/upload your videos (one stream at a time). This system allows you to record and stream at the same time so you can record your film and then upload later to other media or when you have a better internet connection. Plus, you do not need 1000 subscribers to stream using OBS unlike YouTube (see below). If you prefer you can record your service and edit it before streaming later.

If your church uses ProPresenter for example the system allows slides to be included straight into your film, it offers transitions and other more advanced features and plugins that you can use as you get more confident and efficient at using the system and are wanting to try different things.

**YouTube creator Studio**, also offers the ability to trim segments from your service into short videos and repost during the week for your community to be inspired, encouraged or reminded. Confirm that your channel is verified and that you have no live stream restrictions in the last 90 days. To live stream on mobile, your channel will need to have at least 1,000 subscribers. There are no restrictions for those streaming from a computer.

**Soundcloud** offers the ability to create a podcast from your sermons by uploading your audio to Apple podcasts or Spotify using SoundCloud software.

**Streamyard** software costs approximately £20 per month to enable your phone to become a streaming device with editing and transitions. It allows interview guests, sharing your screen, and much more and stream directly to Facebook, YouTube, LinkedIn, and other platforms.

**Switcher Studio** lets you capture video from multiple camera angles — and edit it in real time — helping you connect with your community in the most engaging way yet. Stream it live or record it for later. There are costs attached for different levels of service.

### **Procurement**

You could investigate <https://faith.online/video-kit> which offers a support package for churches starting at approx. £900. The Revd Toby Tate has invested in this package, so if you would like a review of the service please do get in contact with him. The Revd Jeremy Parsons is an Adviser for Faith.online and could offer you support and advice.

Parish buying are currently preparing some buying guides for procurement of live streaming equipment please visit this page: [www.parishbuying.org.uk/categories/audio-visual-equipment](http://www.parishbuying.org.uk/categories/audio-visual-equipment) as results are expected during September.

We do suggest that PCC get three quotes and the Diocese does not endorse companies.

## **Microphones and tripods**

Sound is a priority for all your filming needs, and this is more important than the visual.

A micro such as a cardioid mic (a directional microphone with a heart-shaped pattern of sensitivity) is suitable for sitting next to one another. While an omnidirectional mic (picks up sound with equal gain from all sides or directions of the microphone) for all around sound.

If you have limited budget use a cardioid lavalier clip-on micro compatible with your mobile phone or tablet, make sure it is compatible with your device and for a mobile phone this will have a four-pin jack and is available for £6 – 10. You may need one with a long lead or an extension lead!

A mic for your camera could be a condenser mic, to connect the mic to a PC you will need a power source and could consider a Phantom Power box or similar which cost approx. £20.

If your church has a sound desk you can connect directly through to your computer by running the live feed then through your microphones. On some PCs there may not be a mic input and you may need to purchase an audio adaptor – a device to get your sound into your computer.

For better quality of visual output we recommend you purchase a good quality tripod to support your camera equipment, from a desk top tripod for a mobile phone available for approximately £10 to a profession full height tripod from £20 (often found second hand).

## Internet connection

### **You may already have an internet connection in your building but how good and fast is it?**

You need a good upload speed to post live videos to Facebook or YouTube. We recommend a minimum of 4MB for uploading videos and you can check your speed on this website: [www.speedtest.net](http://www.speedtest.net).

When using broadband a wired in link is preferable for uploading films however if you are using a wi-fi connection please be as near to your router as possible.

### **How do I source a broadband connection?**

We recommend you get several quotes from different suppliers to procure broadband and connections which could cost in the region of £35 per month. Check on [www.signalchecker.co.uk](http://www.signalchecker.co.uk) to see which network provider gives the best coverage in your area.

**Does it need a Faculty?** - under the current faculty rules such an installation requires a faculty. However, it is in the gift of chancellors to make 'additional matter orders' and happily David Etherington has agreed to a change in policy. This means a telephone / broadband line can be installed via a List B application so long as the Archdeacon and DAC are content with the way the cable enters the building. Any proposal that requires digging in the churchyard, for a new pole or an underground supply, for example, will be beyond the scope of a List B and need a faculty.

### **There is no Broadband available in my area, what should I do?**

You could consider purchasing a Hot Pocket Internet Dongle, this would create your own travelling bubble of internet when you're out and about, and lets you connect up to 20 devices at once. These are supplier specific (Vodafone, EE etc) so do use the signal checker above to check coverage. There are different pricing options depending on service provider, whether data is included, these are available on contracts or as pay as you go options. You may be able to add this in a bundle to your mobile phone contract or purchase it independently, the expected cost would be £20 per month with unlimited data.

Alternatively, you could use your mobile phone but check you have enough mobile data on your contract to support live videos.

## Which service should I use?

Zoom is not necessarily public – so guests can be controlled, measured and engaged with in a different way, particularly as a link and even a password may be needed to join the Zoom. Note that the need to have a password could put off some people. However, it may be more useful for existing congregation members or smaller groups. It is useful for break out groups and discussion and the chat options make the service interactive. Please note you can share your Zoom with Facebook.

If you want to reach new audiences and for bigger services, YouTube and Facebook may offer a more open public output. These types of services can be found and advertised more openly e.g.: via [www.achurchnearyou.com](http://www.achurchnearyou.com), which will be beneficial for community and festival services such as Christmas. It can be handy to have a person monitoring the Facebook livestream to add in comments and reply to those engaging on Facebook.

Some churches offer the service on Facebook/YouTube then offer Zoom for coffee, catch up and community engagement after the service.

If you live stream on Facebook do not forget to click the save a copy button at the end otherwise you will not be able to go back and view it as a pre record.

## Broadcasting tips when filming in-building services

Those leading services should be encouraged to acknowledge, engage with and recognise that there is are worshippers present and worshippers on a screen. It is difficult to remember this throughout the service, particularly if the camera is discreet.

- Welcome people who are in the building and those who are not in the building.
- Explain things to those who are not present who may not be able to see everything in the building.
- Help those outside the building to feel that they are part of things.
- Equally encourage those in the service to feel engaged and joined in with those outside of the building.
- Try to plan ahead so that you include activities that avoid you having to say "I'm sorry, those watching at home won't be able to see this".
- Could you include content from people not present – video views of people doing the reading or prayers remotely or by pre-record.
- An online welcomer/host could be appointed to engage with those watching online, reply to comments and to oversee the online content during the service.
- Consider holding a post-service coffee time on Zoom, perhaps one hour after the end of the service, would enable all those who attended, whether online or in the building, to be a part of that time together from home.
- Ensure you have some signage to clearly indicate that the service is being broadcast online.
- Ideally cameras should not include shots of the congregation, only those who are presenting from the front see safeguarding and GDPR permission.
- Don't forgot to advertise your blended service on [www.achurchnearyou.com](http://www.achurchnearyou.com) and your own website/social media channels.

- Where to position your camera?
  - Consider the lighting in the church
  - Ideally you need to position the camera to get maximum views of the front staging area
  - Focus the lens on the speakers and readers carrying out the service
  - Try to avoid the backs of heads of the congregation.
  - Once you have set up your equipment, please make sure all your wires are checked for safety hazards.
  - Always do a test stream to see if it works (where it is posted as unlisted so no one else can see it).

## Safeguarding

Because it is impossible to control who sees images streamed or recorded for broadcast children and vulnerable adults must be protected.

Please:

- You must have **written permission** for those in the church who appear on the film this is for GDPR purposes as religion is considered a special category.
- All those potentially on the film must be aware the service is being filmed.
- Provide an area of the church which is not visible in the recording/streaming and clearly mark out this area for people.
- All families with children or young people attending should be asked to sit in this area so that they are not visible on the recording/streaming.
- This area should also provide for members of the congregation who may prefer to attend in privacy and may not wish their whereabouts to become known publicly.
- Anyone coming forward to receive communion should also not be visible in the recording/streaming.
- Relaying or recording sound only is unlikely to cause an issue as individuals in the congregation will not normally be identifiable.

For further support please contact Karen Galloway our Diocesan Safeguarding Manager [karen.galloway@cofesuffolk.org](mailto:karen.galloway@cofesuffolk.org)

## Broadcasting techniques

It can be nerve wracking to lead a service knowing you are also being filmed and you will see yourself later on. To help you with your broadcasting styles remember to:

- Stand still – try not to sway or rock from foot to foot.
- Hold your hands behind you or keep them still – this will avoid huge flapping hands on a close view!
- Focus on different people in the audience aswell than the camera.
- Keep service lengths short
- Remember to smile and have fun with it!

If you would like some tips this video produced by Diocese of Manchester is very good:

[https://www.youtube.com/watch?time\\_continue=14&v=YOdQXbVNrVA&feature=emb\\_logo](https://www.youtube.com/watch?time_continue=14&v=YOdQXbVNrVA&feature=emb_logo)



## To embed your videos into [www.achurchnearyou.com](http://www.achurchnearyou.com)

Link to your Youtube video:

- 1) Create a page on your church's A Church Near You profile. Give it a helpful title, such as: Watch a live service
- 2) Describe the video in the *Page* content section. Perhaps include liturgy so they can join in with the service
- 3) In the box titled Video paste the share link to your Live video
- 4) Add the tag LiveStream to your service or event so that visitors to A Church Near You can find churches that are showing live video.
- 5) When you are live your community will be able to watch it on this page.

Link to your Facebook page

- 1) As an A Church Near You editor, click on the + by events and services to create an event
- 2) Add the time and date of your live video
- 3) Add a description inviting people to visit your Facebook page to watch the video by clicking the button which says More about this event
- 4) In the web link box add the URL for your Facebook page
- 5) Add the tag 'LiveStream' to your event
- 6) Click save.

## Worship resources

These pages also include links to pre-recorded worship resources which can be edited into your service:

- [The Resource Hub on Achurchnearyou.com](#)
- [Lightwave](#)
- [Amen](#)
- [Faith at home](#)
- [Kids bible app](#)

If you want to have further information on licences for worship materials please visit this page:

[www.resoundworship.org/blog/licensing-explained-for-streaming-worship-songs-the](http://www.resoundworship.org/blog/licensing-explained-for-streaming-worship-songs-the)

## Photography resources

These sites offer royalty free photographs:

- [Pixabay](#)
- [Unsplash](#)
- [Pexels](#)

## Further resources

For up to date information please visit these webpages:

- [www.cofesuffolk.org/for-parishes/growing-your-parish/developing-on-line-church/](http://www.cofesuffolk.org/for-parishes/growing-your-parish/developing-on-line-church/)
- [www.achurchnearyou.com](http://www.achurchnearyou.com)
- [Digital Lab webinars and blogs](#)

## Communications Department

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