ISO/IEC/IEEE 26516:2026-02 (E)

Systems and software engineering - Development and production of instructional videos

Contents

Page

Foreword ..... **v**

Introduction ..... **vi**

1 Scope **1**

2 Normative references **1**

3 Terms and definitions **1**

4 Conformance **3**

5 Roles and responsibilities **4**
5.1 General 4
5.2 Manager 4
5.2.1 Production manager 4
5.2.2 Project manager 4
5.3 Producer 4
5.4 Video developer 4
5.5 Director 4
5.6 Camera operator 4
5.7 Animator 4
5.8 Production designer 5
5.9 Editor 5
5.10 Sound designer 5
5.11 Lighting technician 5
5.12 Reviewer or tester 5
5.13 Narrator 5
5.14 Actor 5

6 Instructional video processes **5**
6.1 Management 5
6.1.1 General 5
6.1.2 Planning the instructional video project 6
6.1.3 Requirements, objectives and constraints of project 6
6.1.4 Project objectives and goals 7
6.1.5 Requirements for instructional videos 7
6.1.6 Constraints on use of content 7
6.1.7 Schedule constraints 7
6.1.8 Usability objectives 7
6.1.9 Managing the instructional video project 7
6.2 Production 8
6.2.1 General 8
6.2.2 Pre-production 8
6.2.3 Video production 14
6.2.4 Post-production 16
6.3 Publishing, delivery file format and output 17
6.4 Maintenance and versioning 17
6.5 Quality assurance 17

7 The instructional video product **18**
7.1 Structure of instructional video 18
7.1.1 General 18
7.1.2 Title 18
7.1.3 Preliminary and preview information 18

Preliminary and preview information
7.1.4 Task demonstration components 19
7.1.5 Instructional steps 20
7.1.6 Review and completion information 20
7.2 Complexity 21
7.3 Accessibility 21
7.4 User control 22
7.5 Content of transitions within and between steps 23
7.6 Segmentation 23
7.6.1 General 23
7.6.2 Segments 23
7.6.3 Pausing 23
7.7 Visual presentation of information 23
7.8 Visual pointing elements 24
7.9 Combination of oral and written information 24
7.10 Translation 24
7.11 Narration 24
Annex A (informative) **Video types** **26**
Annex B (informative) **Video cuts** **27**
Annex C (Informative) **Use of artificial intelligence (AI) with instructional video** **29**
Bibliography **31**
IEEE notices and abstract **32**