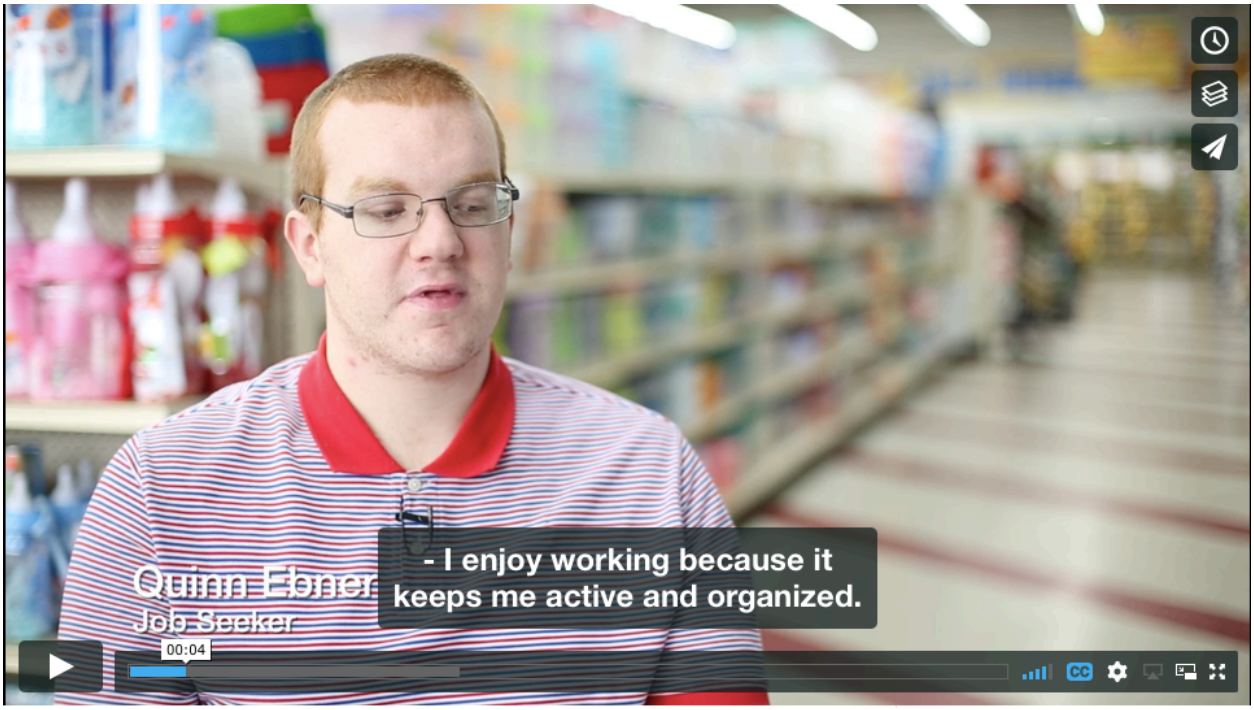
Video Guidelines:

Video:

All video must be shot in HD (1280x720 or higher) and lit using 2 or 3 point lighting for interviews.

All shots must be composed using proper head room, must be in focus and must use a tripod for interviews for a smooth and high quality looking video.

All individuals must wear clothing that do not include distracting or inappropriate writing or pictures to avoid any potential offensive-ness to viewers (Dress as if you were going for a job interview). If you're not sure if something would be proper to have in the video, it'd be good to not include it in the video.



Audio:

All interviewees must be properly mic'd using a lavalier, shotgun or boom mic so all viewers of the video can easily and clearly hear what is being said. A music bed, if used, must be quiet enough to not interfere with interviewees speaking. It also should not be distracting from the video.

Swearing and slang or derogatory verbiage is not allowed in the video. If you're not sure if something would be proper to have in the video, it'd be good to not include it in the video.
Audio should never be higher than -2 db and lower than -12 db throughout the video. Distorted audio is unacceptable.

Editing:
Video length should not surpass 2 minutes in length and should use B-ROLL (supplemental video or pictures) or editing tricks when needed. Jump cuts in the video are not acceptable.

Finished videos must be subtitled so that viewers who are hard of hearing or cannot understand what interviewees are saying can easily understand what's being said.

All assets used (graphics, animations, video, audio and text) must be owned or royalty free with all permissions granted and must be high quality.

Subtitling or closed captioning should be added to a video prior to delivery. If not, there will be a charge of $100 for Beyond Our Barriers to do this.

A second version of the video with audio descriptors should also be available for people who are visually impaired.

Once produced the video must be exported at 1280x720 to Vimeo.

Delivery:

Once the video file has been exported in 1280x720, you must get your video approved by BOB administration. To do this…
Log in to the BOB Vimeo page
Username: justin@goodfruitvideo.com
Password: 4BOBportfolio!
and upload your file.

Contact BOB administration via justin@goodfruitvideo.com to let us know your video has been uploaded. A BOB administrator will review your video for quality. The review requires a payment of $25 per review. All videos will be reviewed within 24 hours of upload and must be approved before being placed on a BOB profile page.

If approved, BOB administration will contact you to inform you that your video has been approved. The file will be loaded onto your BOB page and your page will go live.

If denied, BOB administration will contact you to inform you that your video has been denied and give you details on what parts of your video must be resolved in order to be approved. The video must satisfy all requirements before it will be loaded onto BOB's site.

Note* All vendors who received payment for production of the video **may not charge additional fees to resolve issues, unless it is deemed that the issues presented were strictly caused by the client and not the producer.*

Suggested Questions for the Video:

Teacher/Coordinator/etc.

Tell me about (INDIVIDUAL).

How long has he/she been working/you worked with (INDIVIDUAL)?

What is (INDIVIDUAL'S) past work/training history?

What were the goals when (INDIVIDUAL) first started?

What are the current goals for (INDIVIDUAL)?

Employer/Worksite Supervisor

What is (INDIVIDUAL'S) job duties?

How has the (INDIVIDUAL'S) strengths impacted the job site?

How well do (INDIVIDUAL) work with others?

What value does (INDIVIDUAL) add to the company?

Have there been challenges that (INDIVIDUAL) has faced on the job?

How have they been resolved?

Are there accommodations that are needed for (INDIVIDUAL)?

Have you seen growth in (INDIVIDUAL) as they worked for you?

Would you recommend (INDIVIDUAL) for future employment opportunities?

Student

Why do you want to work?

What tasks do you do at your work and/or what tasks do you like doing?

What would you say your strengths are?