
CLASS OF 2021

GRADUATION SPEAKER INFORMATION

A tradition at Horizon Honors is to have each senior honored through a speaker who has been meaningful to his or her life. We want to continue this tradition through these difficult times, so we are asking that you continue submitting special videos celebrating your graduate's special year and amazing accomplishments!

Prepare the Speech: *Speeches must be 1 minute or less.* It is wise to have a written speech to use while being filmed. You are encouraged to practice before the appointment; this can help prepare what you want to say, but can also ensure your speech does not exceed the time limit. It can be frustrating for speakers when they go beyond one minute during filming and have to cut out some content on the spot. When deciding what to say, you may recall a memory, read a quote, say a few nice words, and/or talk about future ambitions to encourage the senior. Creativity and humor are often included.

All videos must be prepared on your own. At this time, there will not be filming of grad videos on campus.

Specifications:

- Formats: WMV/.ASF, .MPG (MPEG-1), .AVI (DV-AVI), and .WMA. If you need to convert your file, there are many free video converters. I suggest Handbrake, which you can download [here](#).
- Orientation: Landscape.
- Quality: Be aware of background noise, distance from the camera, and voice clarity & volume. **Please review your video before sending** to ensure it looks and sounds exactly how you want it to.
- Length: Pay attention to the length of your video. **Files beyond one minute will be edited on our end**, so it is best if you, the speaker, decide how to meet the one-minute limit.

Submissions:

- Sharing: Google Drive, Dropbox, or as an e-mail attachment.
- Video submissions **must be one file**; please do not send numerous files to be edited and/or compiled.
- When sending the file, include the graduate's name and the names of everyone in the video as you want them written in the commencement ceremony program.

Deadline: Files must be shared with Mrs. Britt (christi.britt@horizonhonors.org) **by Monday, May 3.**

Please understand that a video including this many people requires a lot of time and attention to detail. We will NOT add any last minute videos, so please make this a priority.

If you have any questions, [please email Mrs. Britt](#).

Thank you for your time and for playing such an important role in the life of your graduate!