

PILOT MEDIA LAB

Challenging stereotypes and negative narratives around forced displacement and inspiring good practices

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TIPS FOR VIDEO EDITING & SOUND

VIDEO EDITING

VIDEO

VN Video Editor¹ helps you to create compelling content and lets you share the content directly to apps like **Snapchat**, Instagram, TikTok etc. The interactive interface and quick editing features of this app make it one of the most efficient video editors for creators.

VN Video Editor is available on Android, iOS and macOS. The Windows version of the editor hasn't been announced yet but there is a way to use the app on your Windows PC which we will discuss later in the article.

VN Video Editor Features

As we have told you earlier that it is quite a powerful video editor and allows you to create some amazing content for different social media platforms. However, there are some comprehensive features that you don't get in other free video editing applications. This is the reason it is the choice of many content creators who like to do the editing stuff efficiently. Following some of the amazing features, you get in this free video editor.

Easy to Use

The user-friendly editing interface of the app makes it quite easy for anyone to edit the videos. Whether you're a professional or just a beginner, you can easily cut, trim or delete the clips which you don't need. With the help of your finger, you can zoom in to see which keyframes you want to cut or trim. By swiping up or down, you can delete any clip you want. It also supports multiple clips or pictures that you want to put into the video. It provides a full-screen preview which makes it easy for you to monitor the changes made in the original video.

Special Effects and Filters

The effects and filters you get in the VN video editor are special because we haven't seen any free video editor providing such cool filters and effects. There are different types of built-in filters in the app and you can choose any filter you like to achieve the best color tone you're looking for. There are a total of 9 built-in Transition effects like blur and dissolve that you can

¹ <https://tipsmake.com/vn-video-editor-complete-guide-for-beginners>



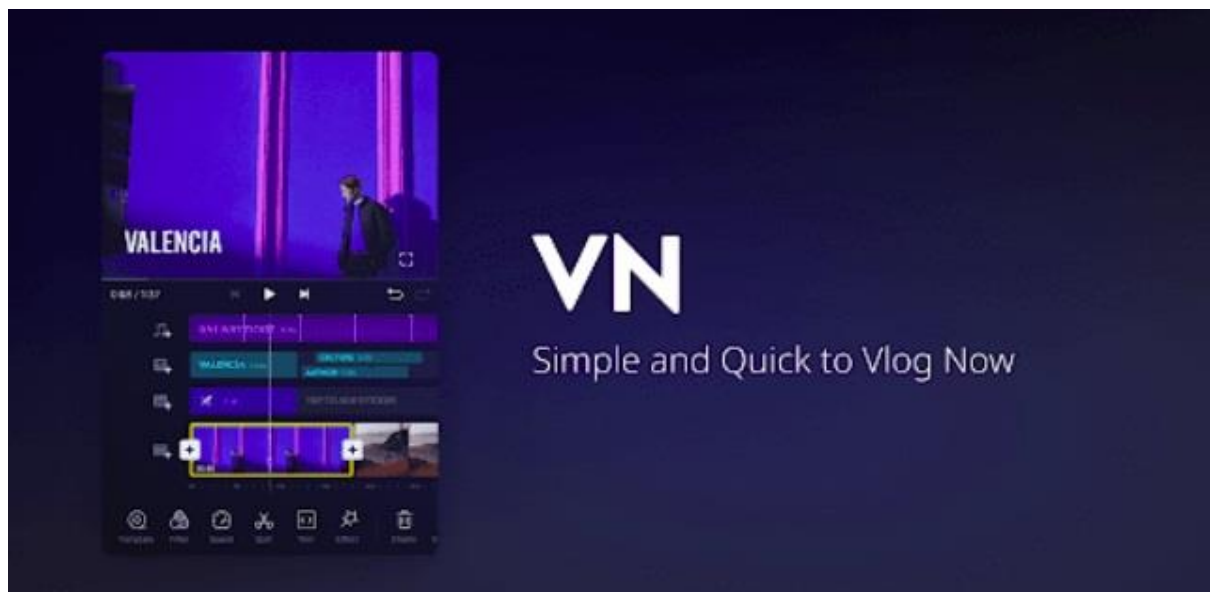
use. Curve shifting, keyframe animation and Green Screen/Chroma key are some of the key features you get in the VN video editor.

Fancy Subtitles

The subtitles option isn't something that you may find in free video editing apps. However, the VN video editor provides a variety of subtitle styles, effects, sizes and much more to the users. You can select the subtitle font size, style and position. It has some amazing subtitle options so you should check it out.

4K Video Support

Most of the **free video editors** on mobile don't provide 4K video support. In the VN video editor, you can select any video resolution that you like. You can locally store the edited video in 4K at 60 frames per second.



How to Use VN Video Editor on Windows

VN Video Editor isn't available on Windows but you can use it by installing an Android emulator on windows based PC. To download **VN for Windows**, you need to install BlueStacks on your PC first. In order to use VN Video Editor on PC, you need to follow the steps given below.

- Download and install BlueStacks on your PC. Before downloading the emulator, you should check the minimum requirements needed for installing BlueStacks.
- After installing it, you need to run it and search for 'VN Video Editor' in the Play Store which you can access from the emulator.
- Once you have found the app, install it and run it to start editing the videos on PC.

VN Video Editor is simply the best editor you can use to edit videos on mobile. Yes, some paid apps can provide a much better editing experience. However, if you're looking for a free editing app then VN is your best option.

Watch these YouTube videos to guide you through editing your piece on VN Video Editor:



VN Video Editor for Beginners

01. [Timeline](#)
02. [Video Editing](#)
03. [Free Import](#)
04. [Audio Editing](#)
05. [Text & key frames](#)
06. [Pic-in-pic, speed, & mask](#)
07. [Mixer, effects, & stories](#)

You can also find a **complete** tutorial [here](#)

Watch also a 6 minute tutorial from the BBC on [how to be a video journalist here](#).

Automatic Subtitling Apps

These apps will recognise human speech and [turn it into text](#), which you can use for subtitles. Some apps are English-only, while others work in multiple languages.

Autocap: An automatic speech-recognition app that will caption videos in landscape, square and portrait on Android phones. You talk to the app, it transcribes your voice – and you can edit before posting. Here is a [tutorial](#) to help you get started.

MixCaptions: uses voice recognition to transcribe your video and turn the text into editable captions. It can recognise 23 languages. The app is relatively expensive at \$US24 a month but there is a free trial so you can try it out before purchasing. Here's a tutorial to get you started.

AI Subtitle: This relatively inexpensive app does what it promises: it uses AI technology to turn speech into live captions in your video. It supports multiple languages.

How to Record Great Sound

This tutorial from BBC mobile journalism trainer Marc Blank-Settle has excellent advice on recording great audio for your story.

Click here to learn [how to record great audio in just 4 minutes!](#) And [here!](#)



SOUND TIPS:

Use an external microphone

Stay close to the microphone on your phone if that is the only microphone you are using. Be less than one meter away.

If you don't have an external microphone, you could use the headset of an iPhone or high-quality Android phone as it will record acceptable audio.

Attach an external microphone

External or clip microphones should be attached so that the microphone is about 20cm from your interviewee's mouth. It shouldn't be too close or too far. Always record a test and listen back to it with your headphones to make sure the voice is clear and there are no 'popping' sounds.

The 12 Best Apps for Mobile Journalism²

APP	PURPOSE	iOS	DROID	COST
DoubleTake	Record front and rear cameras at same time	X		Free
YouTube	Fast uploader and channel manager	X	X	Free
MultiResize	Batch edit photos for quicker uploading times	X		Free
VN Video Editor	Video editing app	X	X	Free
Voice Record Pro	Professional audio recording	X		Free
Groovebox	Generate original music grooves for copyright free soundtracks	X		Free
All Trails	Multimedia reporting with GPS tracking and Photos	X	X	Free
Clips	Generate animated text and graphics for overlays	X		Free
Native Cam	This is still my "Go-To" camera	X	X	Free
Photo Album	Find your shots in one place	X	X	Free
Filmic Pro	Pro Camera for TV and Film	X	X	\$14.99
LumaFusion	Pro video editor	X	X	\$29.99

² <https://robbmontgomery.com/the-12-best-apps-for-mobile-journalism/>



HOW TO WRITE A PODCAST SCRIPT ¹

Creating a script for your podcast episodes helps prepare you for your recording sessions and effectively communicate to your listeners.

Using a podcast script is also beneficial because:

- it allows creativity to flourish,
- it frees up brain space, and
- it reduces excessive rambling or pauses.

Even the most laid-back podcasts can benefit from a little bit of structure. This guide shares the essential elements of a good outline and some template options so you can create your own podcast script!

Podcast script template example

Before you write your own script, it can be helpful to review the basic structure of a podcast episode.

In this example, each section includes a spot for your main podcast topics, segment duration, key points, and sponsor ads placed at the beginning, middle, and end of the episode.

[Sponsor message]

[Opening music jingle and sound effects]

Intro: Duration: (____) *Set the stage for your episode. Include details that set up your episode's theme. State name of podcast show, why your show exists, who you are, etc.*

Topic #1: Duration:(____)

1. Main point
2. Supporting point
3. Supporting data

¹ Alban Brooke, <https://www.buzzsprout.com/blog/write-podcast-script-examples>



4. Supporting quote

[Segue] (*can be a sound effect, short musical clip, or a phrase*)

Topic #2: Duration:(____)

1. Main point

2. Supporting point

3. Supporting data

4. Supporting quote

[Sponsor message]

Topic #3: Duration:(____)

1. Main point

2. Supporting point

3. Supporting data

4. Supporting quote

Closing remarks or recap

[Sponsor message]

[Closing music jingle or sound effect]

Now, let's review the common elements of a great podcast script so that you can create a customized outline for your own podcast.



Common podcast script elements

Scripting podcast segments is a great way to add structure to your show, even if the rest of the episode is ad-libbed.

Here are some common elements you can use to customize your own template.

Intro

Your podcast intro lets you give listeners an overview of the episode upfront and helps you capture your audience's attention at the outset.

The content of this segment will change week to week, but the structure shouldn't vary much.

Ex: "Hello and welcome to [podcast title], the show that [insert concept of show or tagline]. I'm your host, [host name]."

In today's episode, we will talk about [insert talking points] with [guest name]. We'll discuss the ins and outs of [episode topic] and offer listeners a special surprise at the end; be sure to listen all the way through for the details!"

Guest intro

Jotting down some basic facts about your guest helps establish rapport and avoid getting off to a rocky start.

Ex: "Our guest today is [guest name]. They are a [insert role, title, experience] with a passion for _____. They're going to share with us [episode topic]. Hi, [guest first name]! Thanks so much for joining us!"

Sponsor message

Sometimes sponsors give podcast hosts a script to read from verbatim, and other times the host will be able to craft their own sponsor message.

It's important to take the time to craft a quality sponsor message that kicks your show off well, accurately reflects your sponsor's brand, and sounds natural.



Ex: "[Your podcast name] is sponsored by [insert brand name]. [Sponsor] is a company that [describe company values and products as well as their relevance to your audience]."

Segue

A well-placed segue can make your podcast flow between topic changes and help create a cohesive episode. Segues can be a phrase, sound effect, or a musical jingle.

Summary

A good summary recaps the main points of your episode for listeners.

Most podcasts cover a lot of information in one episode, and listeners appreciate it when hosts reiterate the key takeaways.

Outro

You can use this section to make announcements, give a teaser for your next episode, play a closing jingle, or share resources to help listeners.

Ex: "Next week, we'll continue to help you frame your podcast by helping you nail down the details that will give structure to your new podcast! [Outro music]."

Call to action (CTA)

A call to action is an announcement that requires action from your listener.

The content of your CTA will change over time based on your sponsors, show content, and current merchandise.

Whatever the CTA is, limit it to one clear thing you'd like from your audience. More than one CTA can overwhelm listeners and keep them from acting.

Ex: "Want to ask a question on a future episode of "Podcasting Q&A"? Click on the link in the show notes to record your question in a voicemail! [Outro music]."



8 Podcast script examples [with templates]

You have total creative control when making your podcast script. Use these templates as a guide, and embellish or simplify whichever one you choose to suit your unique podcast format.

#1 Minimalist

If you enjoy ad-libbing, a basic list of questions might be all you need.

These scripts don't take a lot of time to make, and for some podcasters, they provide just enough structure to get an episode off the ground.

A loose episode structure also makes for easier editing since the "mistakes" naturally fit with the style of your show.

[Music intro]

[Speaking introduction]

Section I (Duration: _____)

Notes:

Section II (Duration: _____)

Notes:

Section III (Duration: _____)

Notes:

Recap

[Call to action]

[Outro or teaser for next episode]



#2 With a cohost

Detailed episode outlines are a great in-between option for hosts who want more structure but don't need a word-for-word script.

This structure suits most podcasters' needs and has all the structural elements needed for a well-executed episode.

A detailed script with a cohost can take time to draft but ensures you and your guest don't talk over each other, get confused about what's coming next, forget key points, or confuse listeners.

[Music intro]

[Sponsor message]

Intro: *Set the stage for your episode. Give your listeners a brief overview of what you plan to cover and what they can expect.*

Topic #1: Duration: (____)

Cohost name:

[Segue]

Topic #2: Duration: (____)

Cohost name:

[Segue]

Outro: Duration: (____)

Cohost name:



Recap

[Call to action]

[Sponsor message]

#3 Fully scripted

A word-for-word draft is an excellent option for audio dramas, solo shows, and any host who prefers to read a script.

It can take practice for hosts to learn the art of reading a script naturally and avoid a monotone delivery. Try to write in pauses, laughs, and off-script comments to avoid sounding stilted.

This style can add significant time to your editing in post-production since the delivery style is clean, polished, and doesn't allow for many mistakes.

[Music intro]

[Sponsor message]

Act I Duration: (____)

-Establish setting and introduce main characters

-Inciting incident: The problem, or question that the character-or you-is trying to solve or answer.

-Turning point: The character turns in a new direction in response to the inciting incident).

Act II Duration: (____)

-The struggle: The attempt to solve the problem or question at hand. This is the "rising action" of the plot where you can develop your narrative arc.

[Sponsor message]



Act III Duration: (____)

-Climax: Theme reaches its most intense point of conflict

-The resolution: Episode's conflict is resolved and story ends

Closing remarks and or teaser for next episode

[Call to action]

[Sponsor message]

#4 Solo-host

Many solo podcasters find it saves time and energy to make a detailed outline, especially beginners.

Under each main point, include relevant key points, supporting data, and anecdotes. If you choose this script style, stay conversational, and try not to read your notes verbatim.

This outline gives you enough structure to make recording easier but is casual enough to allow for verbal slip-ups.

[Music intro]

[Sponsor message]

Intro: Duration: (____)

Topic #1: Duration:(____)

Main point

-Supporting point

-Supporting data

-Supporting quote

[Segue]



Topic #2: Duration:(____)

Main point

-Supporting point

-Supporting data

-Supporting quote

[Sponsor message]

Topic #3: Duration:(____)

Main point

-Supporting point

-Supporting data

-Supporting quote

Closing remarks or recap

[Sponsor message]

[Closing music jingle or sound effect]

#5 Interview-style

A good podcast interview requires preparation. You don't want to book your dream guest and have the conversation suffer.

Email your guest your outline a week or so before your recording, so they have plenty of time to prepare.

Even if you're comfortable thinking on your feet, your guest might not be, especially if it's their first podcast interview.



[Music intro]

[Sponsor message]

Speaking intro: *Give listeners a bird's eye view of the episode to hook their interest.*

Guest introduction: Include your guest's basic bio, including accomplishments, title, and experience.

Question #1 (Duration: ____)

Question #2 (Duration: ____)

[Sponsor message]

Question #3 (Duration: ____)

Episode recap and closing remarks

Sneak peek or teaser of next episode

Call to action: *Give your listeners one thing to do like subscribe your show, sign up for a newsletter, or join a give away.*

#6 Q&A

Q&A-styled podcasts answer listener questions and are generally fairly straightforward in their format.

You can use this guide as a general outline and customize it where you see fit.

[Music intro]

[Sponsor message]



Intro: Duration: (____)

Question #1: _____ Duration: (____)

-Main answer

-Supporting data

-Relevant examples

Question #2: _____ Duration: (____)

-Main answer

-Supporting data

-Relevant examples

Question #2: _____ Duration: (____)

-Main answer

-Supporting data

-Relevant examples

[Summary]

[Outro]

#7 Tutorial or how-to

Podcast episodes that feature tutorials involve a lot of steps with important details you don't want to forget.

Use this template as a guide any time you teach your listeners a skill or walk them through a multi-step process.



[Music intro]

Intro: Duration: (____) *Set up the problem you'll solve for your listeners and what they'll know by the end of the episode.*

What listeners should know: _____ **Duration:** (____)

Let your listeners know what they need before committing to this project (things like time, a certain amount of knowledge, etc.)

Materials needed: _____ **Duration:** (____)

Give your listeners a comprehensive list of what they need to purchase or download. You can include a shopping list in your show notes with affiliate links to relevant products.

How to execute: _____ **Duration:** (____)

This is where you get into the nitty-gritty. Include as many bullet points as you need to communicate your tutorial in an organized way.

[Summary]

[Outro]

#8 Roundtable

Roundtable podcasts feature three or more cohosts and can easily get off the rails if you don't have an outline to keep you on track.

This guide can help keep your episode in line through all the banter, listener calls, and guest interviews!

[Music intro]

[Sponsor message]

Intro: Duration: (____) *Set stage for episode and introduce cohosts.*



Topic #1: _____ **Duration:** (____)

-Main point

-Supporting point

-Supporting data

Topic #2: _____ **Duration:** (____)

-Main point

-Supporting point

-Supporting data

Topic #3: _____ **Duration:** (____)

-Main point

-Supporting point

-Supporting data

Audience Q&A: *Answer listener voicemails, emails, questions, or read reviews and thank supportive listeners or patrons.*

[Summary]

[Outro]

Podcast script best practices

Whichever template you choose, consider these tips to optimize its usefulness.

Do keyword research

Using a keyword research tool is a powerful way to get inside the mind of your listeners. You can type your episode topic into the tool to see what questions your audience has and what they need to know.



- [Answer the Public](#)
- [Google Trends](#)
- [Keyword Generator](#)

Use dictation software

You don't need software to write a podcast outline, but some people find it easier to speak their outline than write it. We like these free tools:

- [Otter.ai](#)
- [Google Docs Voice Typing Tool](#)
- [Microsoft Dictate](#)

Keep it simple

We suggest keeping your podcast template as simple as possible unless you need a word-for-word outline or a full-on script.

Most podcasters find that a flexible script is enough to keep them focussed while still speaking in a natural, clear way.

Do a dry-run

Of course, you don't have to practice rehearsing your whole episode, but it's a good idea to go through your outline out loud to make sure it flows.

You can practice in front of a mirror or record a little bit of the episode using a voice recording app.



HOW TO WRITE A BASIC VIDEO SCRIPT²

STEP 1. WRITE A VIDEO TREATMENT

A short video treatment clearly explains what the overall concept of the video is, including the general creative concept. If you've already done the strategic work, you don't need to pack goals and audience personas into this treatment; just provide a one-page outline of your video.

Start by writing a one-or-two sentence logline that summarizes the concept. For example:

“This video provides a high-level explanation of Artificial Intelligence – what it is and how it works. It is meant to help the average person gain a better understanding of AI fundamentals, and the layman’s language used supports that purpose.”

Then, expand on that logline by writing a few short paragraphs that reflect the beginning, middle, and end of your video.

Your treatment is a critical step in providing a structure for the story you're trying to tell. And whether you're shooting a customer testimonial or an animated explainer video, structure is the foundation on which the rest of your story rests.

STEP 2. CREATE YOUR STORY

Wait a minute, shouldn't story come first?

The basic idea that prompted you to make this video is, itself, the seed of your story. Your treatment gives you a structure onto which you can start to layer your story while keeping it focused, on-message, and within scope.

Let's say the story you're trying to tell is about the history of your company. What are the inflection points you need to highlight from its founding through present day?

Want to convince millennials that your travel pillow is the best in the world? First show the status quo, then how your pillow is an improvement on that status quo, and finally, how your pillow changes the status quo once a reasonably attractive millennial actually uses it.

Customer testimonials tell a story about how working with your company changed theirs. FAQ videos tell a story about an issue a customer may have with your product or service and how

² <https://storyboardmedia.co/insights/how-to-write-a-basic-video-script-with-template/>



to resolve it. About us videos tell the stories about your team – and by extension, your culture. And that iPhone video of Doug in HR eating tuna salad with his fingers tells a very sad story.

Give each scene a short description, including who or what needs to be in it and the purpose it serves in the video.

STEP 3. DEFINE YOUR VISUALS

“Show, don’t tell,” is an ancient screenwriting adage that still applies in the brave new world of video. When you’re developing your script, consider the important visual elements you need to include in order to effectively convey your message.

For example, rather than telling us in voiceover that your employees ride Razor scooters around a modern office, drink the free beer on tap, and play ping pong on the roof – show us those things, so we can appreciate just how cool your company is. That begins by defining more detailed shot descriptions – Trevor and Gabe roll into the conference room on Razors; Courtney and Layla enjoy IPAs in the kitchen; Josh B. and Josh K. play ping pong on the roof; Doug eats tuna.

Include any visual effects or animated elements that you plan to add during post-production, even if they’re tentative or you haven’t fully conceptualized them just yet. This way, your actors can react to them on camera and your crew will understand how to properly frame the shot.

STEP 4. WRITE YOUR DIALOGUE

Now that you’ve determined the visual elements that you know you’re going to want to show, it’s time to figure out the audio elements you’ll need to tell the rest of your story. These elements include dialogue, voiceover, music, and sound effects.

When writing dialogue, it’s critical to keep in mind your audience – and more specifically, the language and tone, or voice, that you’re using in your video. Is this a technically savvy audience? If so, you may be able to get away with using a more technical vocabulary. Are you trying to explain complex subjects or processes to an unaware audience? Then avoid technical or ‘inside’ language and find ways to simplify your message without being condescending.

STEP 5. CALL TO ACTION

Stick the landing! What do you want the viewer to do after watching this video? Do you want to them to ‘Learn more’ by clicking through to a landing page? Do you want them to ‘Get started’ by clicking through to a contact form on your website?

Maybe you want them to ‘Get a demo’ or ‘Place your order’ or ‘Subscribe now’. This is a video, so your call to action language doesn’t need to fit on a button, but that doesn’t mean it shouldn’t be clear, concise, specific, and singular.



STEP 6. FORMAT YOUR SCRIPT

By using a professional format when writing your video script, you make both pre-production and production process easier for everyone. There’s no one right way to format a video script, and ultimately, whatever works for you and your process is fine. For most videos you’ll create, we recommend using **the AV video script template at the end of this document**. This standard format will help your talent and crew stay organized and on schedule during your production.

Lucid Thoughts | EPISODE 1: WHAT IS AI?

Audio	Visual
1. Admit it. You keep hearing about AI in every meeting so you googled it and you found me, right?	The host presents to camera. The host smirks into camera.
2. It's ok. This is a judgment-free place, full of information about artificial intelligence.	The words "Artificial Intelligence" appear playfully over the host.
3.	OPENING SEQUENCE: A title sequence incorporates technical imagery next to grade school imagery with the title "Lucid Thoughts"
4. AI is the practice of using math to teach computers how to think like humans.	The host addresses the camera.
5. Machine learning, deep learning, linear regression, natural language processing and all those things are really just putting computers through the same lessons you had as a kid.	Complex mathematical equations appear around the host.

The script is divided into two columns. In the left column, you have the dialogue that is being spoken by your actor(s), or via voice over. In the right column, across from each block of dialogue, you have the key visuals that will be seen on screen at that moment. Now, as discussed in the previous step, you don’t have to describe every detail of the visual; instead, think about what is most important for the viewer to see while hearing that specific line of dialogue.

Once you get more comfortable with the writing process, you can begin to tackle more advanced script formatting, like the example below.



LUCID THOUGHTS, EPISODE 1: WHAT IS AI?

HOST addresses camera.

HOST

Admit it. You keep hearing about (finger quotes) AI in every meeting at work so you googled it and it led you to me, right? (sympathetic smirk)

The words "ARTIFICIAL INTELLIGENCE" appear playfully over the host.

HOST

This is a safe, judgement-free place, full of information about Artificial Intelligence.

OPENING SEQUENCE: a title sequence incorporates technical imagery next to grade school imagery with the title "LUCID THOUGHTS"

Cut to the HOST standing in front of a green screen so the background colors and images can change with the scenes. The host addresses the camera.

HOST

When we get right down to it AI is the practice of using *math* to teach computers how to think like humans. Machine learning, deep learning, linear regression, natural language processing and all those things are really just using math to put computers through the same lessons you had as a kid.

During the last explanation, mathematical symbols appear around the host.

The background changes color.

HOST

Let's start with machine learning. Think of machine learning as that classic

This more traditional screenplay format is especially useful if your video is more narratively complex, like [these Yeti Presents](#) videos. Don't worry – you don't have to go crazy with the tab key and spacebar to make it look right. Programs such as Final Draft, Fountain, and Movie Magic make professional screenplay formatting easy. Or, for a free version, try [Celtx](#) or [Trelby](#).



STEP 7. READ THROUGH AND REVISE

Before the first day of your shoot, convene a group of the principals involved in the production to read through your video script. Ideally, this group includes – at least – your actors (or anyone who will be reading lines), your director, your producers, your director of photography, and a writer who can mark any necessary changes to the script. **In many instances, several of these roles will be held by the same person.**

The read through gives the actors an opportunity to say their lines out loud and ask any questions, from the conceived tone of the video to the meaning or pronunciation of specific words. This process can help you realize that a line of dialogue can be replaced with a simple gesture or look from the actor, or you might notice that certain visuals don't quite match the voiceover as written.

Now is the time to make changes to your script.

STEP 8. BE FLEXIBLE

No matter how much you prepare, life is going to throw you a curveball or two on the day of your production. It could be the weather, it could be a non-cooperative lighting rig. Maybe you forgot to get permission to shoot at a certain location, or maybe your actor just can't say the word 'Worcestershire', thus foiling your plans to share your famous BBQ sauce recipe with the world.

Study your script ahead of the production to understand where you have the flexibility and where you don't.

Will your message still come through if you have to shoot indoors as opposed to outside? Can a word or an entire line be changed if it's not working in the scene? Do your actors have the freedom to improvise, or is it necessary to stick to exactly what's written on the page?

STEP 9. TRUST THE SCRIPT

Once your script is locked (production lingo for 'done'), make sure it gets into the hands of everyone who needs it. Send PDFs and print paper copies... then print a few backup copies just in case.

But whatever you do, don't panic. If you've followed this process, that means you've done the work – so trust the script. It's the thing that will keep your production moving along smoothly. And that's what will keep you on time, on budget, and on track to create the best possible video.



AV SCRIPT TEMPLATE

Project Title:

Date:

Description:

Principals:

Props:

Additional Notes:

Audio (Dialogue, Voiceover, Sound FX)	Visuals (Action, Props, Visual FX)
Scene #1	
#2	
#3	
#4	
#5	



#	
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Story Template

MEDIA LAB

Name:
Topic/ story:
Purpose: What do you want to achieve with this story?
Message: What do you want to communicate/What is your message?
Title:
Audience – Who is going to watch/hear/read your story?:
Language:
Actor/ Interviewee
Duration/Length:



Interview questions

0. Tell a bit about yourself

Name, country, age, family status

1. Key question - How it started? Please describe. Keep it open.

Subquestions/(preferably only for pre-interview)

2. Key question - Emotions

3. Key question – meaning

What does it mean for you in your personal life? (suggestion, life lessons)

What does it mean for the community? (What's the importance for the community?)

4. Key question - change

How did/does it change you?

How does it create opportunities for change in the community?



Beginning of the story

The beginning of the story should explain, the:

Why?

Who?

When?

Where?

What?

Characters:

Images/Sound/Description

Start of the story - (voice over, quotes, voice, images?)



Middle of the story

1. Key question - How it started.

Subquestions

2. Key question - emotions

Images

Where in the story do we show a turning point?

Ending of the story

4. Key question - change

Images

Music: free licenced music <https://freemusicarchive.org>

Credits - text



Feedback

1. Story	
Positive	To improve

Tips for the interview

- Clearly explain the objective of the interview and the film you would like to produce and how and to whom it will be disseminated;
- Sign the consent agreement;
- Do first a full pre-interview before filming
- Create a comfortable atmosphere, so the interviewee feels at ease
- Keep a positive atmosphere during the interview. If the person becomes too negative or starts to blame people without reason, ask deeper and for positive examples
- Never take an answer for granted. Always dig deeper. Can you explain or elaborate, or give a concrete example. Prepare for sub-questions
- While interviewing during filming, don't confirm with 'yes' or 'mhh'. Just stay silent.
- Make sure that the light is falling on the face
- Always do a film test before the official recording. Make sure that there is no background sound and no echo.
- No answers that are artificial or not sincere. Be impartial. Listen to your intuition

