

# SNI'S ANNUAL MEMBERS MEETING

## “MY SHARE-NET STORY”

### SNI'S GUIDE ON HOW AND WHAT TO FILM

Keeping in-line with our shift in focus towards our members, in our 2023 Annual Members Meeting (AMM) we want to spotlight you, our members, and your experiences - centring your voices!

To amplify you, your SRHR work, and the global Share-Net community, we plan to broadcast pre-recorded member-videos in this year's AMM to share with the wider Share-Net network who our members are, and what you're doing, allowing others to learn how SNI members are advancing the global SRHR agenda! We therefore invite you to record and submit a short video, as outlined below.

#### **Why does it have to be pre-recorded?**

There are two reasons; 1) we can guarantee a smooth online event without any internet-connection problems that are encountered with live-presentations, and 2) the recorded content can be further utilised for SNI's social media channels and yours - with your permission, of course!

#### **What language should the video be?**

Use your preferred language – the video does not need to be in English! Automatic subtitles can be produced so that your video is available in multiple languages to the audience.

#### **Who will see this?**

The attendees of the AMM and with your consent, SNI's social media audiences.

#### **What do I need to make this video?**

Just a quiet space without background noise, and a mobile/camera/laptop to record your video!

What do you need to send us?

1. A 60-90 second video
  - a. Is your file size too large for email? We recommend using [Wetransfer.com](https://www.wetransfer.com).
2. Text transcript of your video in its original language
  - a. This will help us in the documentation and translation process

#### **When and where do I submit my video?**

Please send your videos to Shannon Mathew ([s.mathew@kit.nl](mailto:s.mathew@kit.nl)) and cc Bless-me Ajani ([b.ajani@kitnl](mailto:b.ajani@kitnl)) by May 31st, 2023

# VIDEO GUIDELINES AND RECOMMENDATIONS

## Video Guidelines and Recommendations

### Planning the script to your video:

We recommend creating a script or pointers for the content of your video to effectively use the given time. Here are some guidelines on what you can talk about! *Please note: these are only suggestions to help get your creative juices flowing. You are welcome to structure your video in any way you please - feel free to experiment!*

Question / Topic	Time	Pointers
Who are you?	10-15 seconds	Introduce yourself and/or your organisation, and what your/your organisation does
1 key highlight or project from your Share-net work in 2022-2023	15-20 seconds	Talk about work you or your organisation did that furthered the Share-Net SRHR agenda in your country/region that you would want the SNI community to know about. Also share the outcome/impact of this work.  Think about whether a) it's a flagship/significant project you or your organisation undertook; b) a Share-net event/activity that you or your organization participated in; c) it's something that would be helpful for other members to know/use in their own work; d) something you would like external feedback and/or future collaborations on;
Reflections	30-45 seconds	What was the experience of realising the above work/project/activities? What were your learnings? What were some challenges you faced? Do you have any suggestions or advice for other members?
Closing Thoughts	5-10 seconds	Final words or questions to leave your viewers with

### Recording your video:

- Choose a nice/plain background to film against.
- Choose a quiet place with minimal background noise. We recommend using the mic on your earphones/headphones for even better sound quality!
- The best time to shoot your video is during the day with lots of natural light! If shooting at night/in a dark space, make sure you have lots of light in front of your face (not behind it).
- Make sure to lean your phone against something stable (like a stack of books) so that your video is not shaky. If you or someone you know has a tripod/phone stand, even better!

### Do you have any questions about your presentation?

Please reach out to Bless-me Ajani at ([b.ajani@kit.nl](mailto:b.ajani@kit.nl)) and Shannon Mathew ([s.mathew@kit.nl](mailto:s.mathew@kit.nl)) for questions about promotions or recording your video.