

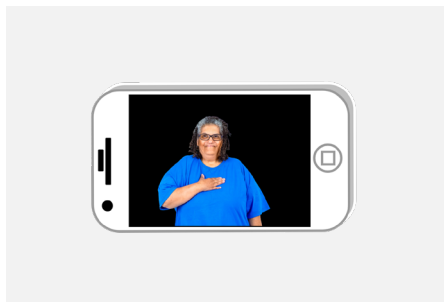


Digital Champions

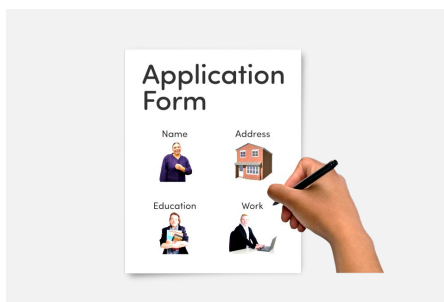
Tips for a video application



This Easy Read guide explains how to make a video application.



You can make a video to answer your application questions



Or you can use an application form to answer the questions.

You can decide which is best for you.

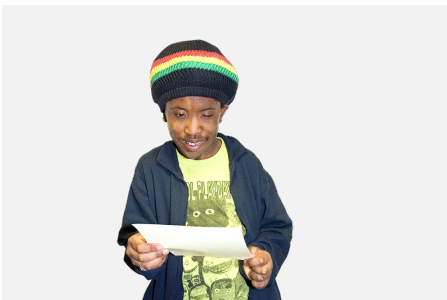
How to send us a video application



You can make a video to apply for a position.



Here are some tips to help you make a good video.



Plan your video

- Read the application questions.

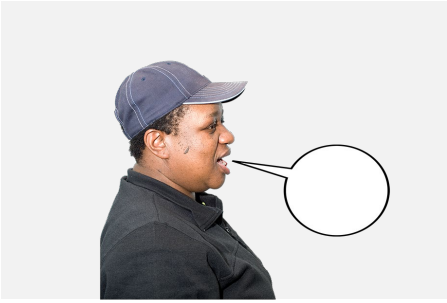


- Write **a script**.

This is when you plan what you will say in the video.



- Write the important points that you can talk about in the video.

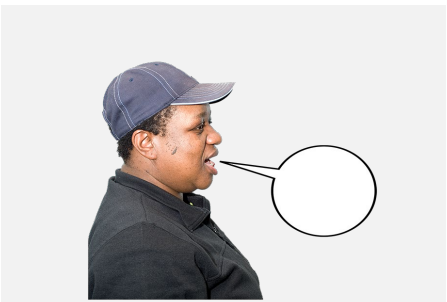


Practise

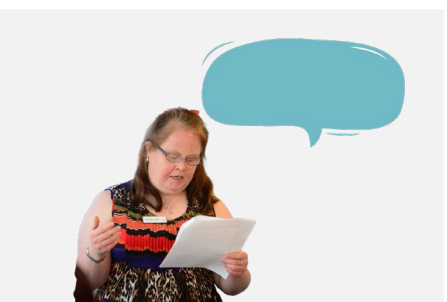
Here are some ways to practise what you are going to say



- Read your script out loud to another person.



- Read your script into a mirror a few times.



- You can read from the paper or learn it off by heart.

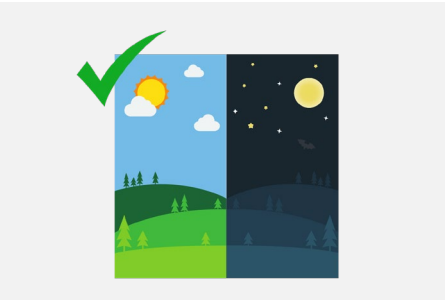


- You can write it in large print for someone to hold off screen for you to read.



Find a place with a lot of light

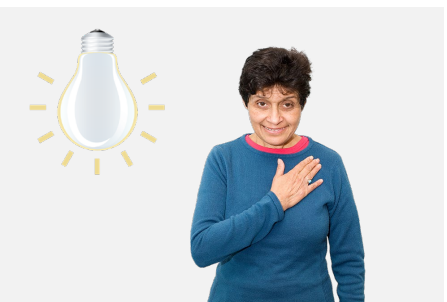
You need a room with lots of light so we can see you in the video.



- Try to film during the day rather than at night.



- You can also use a light for your camera.

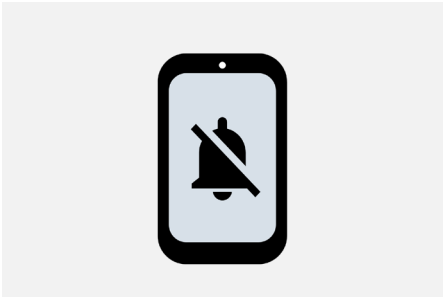


- Set the light up to best light you.

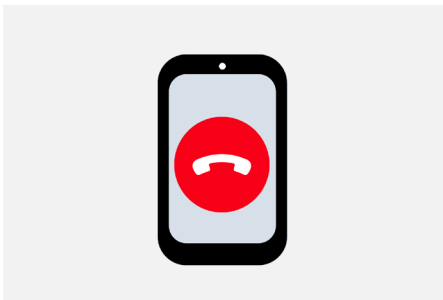


Get your device ready to record

If you are using your mobile phone set it up to record a video:



- Turn the phone to airplane mode / no notifications mode.



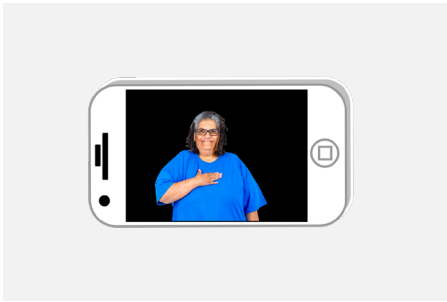
This is so no one can call you during the video.



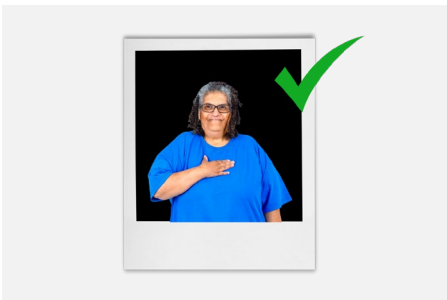
- Make sure there is enough space on your phone to record a few videos.



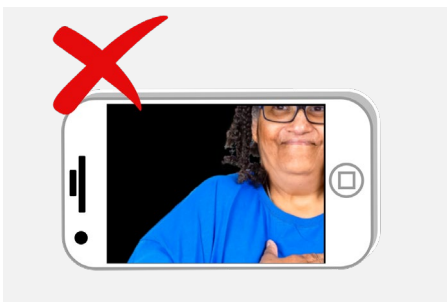
- Switch your camera to video mode.



- Make sure your phone is in landscape
That means on its side not upright.



- Make sure you are in the frame.
For example: you can see the top of your head.



- Do not get too close or too far from
the camera.



- You could use a tripod to hold your
phone.
Or ask someone to help by holding the
phone.

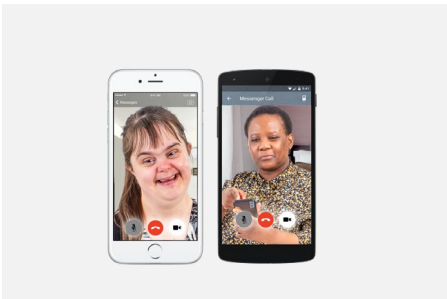


- When you are ready to film:
 - press record
 - and say your script.

Before you send us your video



You may need to film your video application a few times to get it right.



You can ask someone you trust to watch your video.



They may have ideas about how to make it better.



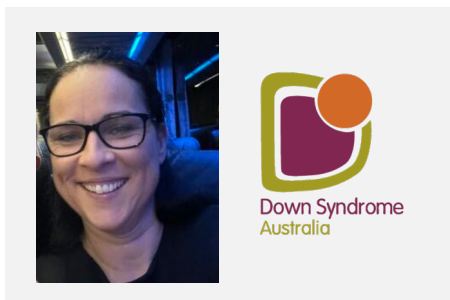
Make sure you have answered all the application questions.



Then send us

- your video
- your application form.

Send us your video application



Send your video file and application form to Liz Willis at

Liz.willis@downsyndrome.org.au



A video can be a very large file. You might not be able to send it by email.



WeTransfer is another way to send large files.



Go to the WeTransfer website:

www.wetransfer.com



WeTransfer is free if your file is smaller than 2 GB.