



OUR PRIDE Video Fest Checklist

*Times and dates will vary depending on individual schedules

| Important Tasks & Activities | Who | Approx Time Needed | Dates & Deadlines | Mark When Complete |
|---|----------------------------|--------------------|-----------------------------------|--------------------|
| 1. REGISTER your interest to participate. http://ourpride.org/ | Teacher & College Students | 5 min | Register Now | |
| 2. READ the Frequently Asked Questions. https://www.ourpridefest.org/faq--frequently-asked-questions.html | Teacher & Students | 10 min | Now | |
| 3. JOIN the OUR PRIDE Video Fest Facebook COMMUNITY. https://www.facebook.com/ourpridefest/ | Teacher & Students | 2 min | Now | |
| 4. DISTRIBUTE parent notification letter. *See sample parent letter | Teachers | 15 min | After registration | |
| 5. PROMOTE support for OUR PRIDE Video Fest. https://www.gofundme.com/our-pride-fest | Teacher & Students | 1-2 hours | After registration | |
| 6. ORGANIZE your teams and plan your project. *See downloadable resources | Students | 1-2 hours | After registration | |
| 7. COLLECT images, video clips, and interviews for your film. | Students | 3-8 hours | After registration | |
| 8. CREATE and EDIT your film. | Students | 3-8 hours | Complete before April 22, 2019 | |
| 9. SUBMIT your completed video to FilmFreeway. https://filmfreeway.com/OURPRIDEVideoFest | Teacher & College Students | 30 min | Complete before March 1, 2019 | |
| 10. INFORM local print and broadcast media about your project. *See Media Advisory template | Students & Teachers | 1-2 hours | Complete before May 15, 2019 | |
| 11. REVIEW videos by peers and provide thoughtful feedback. | Students | 1-3 hours | When winners are announced | |