**VIDEO PRODUCTION GUIDELINES**

Videos for the web should be ideally 3-5 minutes long. In the case the video includes a demo, which needs to explain a process, a longer time may be considered, but the whole edited interview should not exceed 10 minutes, and it should anyway possibly be shorter than that.

**RECORDINGS / Zoom settings:**

Ensure you have selected a folder where the recordings will be saved locally.

* Optimize for third parties video editors;
* Record video while sharing the screen;
* Stop the recording before the meeting ends;
* **Before closing the application**, **WAIT FOR THE CONVERSION OF THE VIDEO**, until it is ended and saved in the folder you have selected in the Zoom settings.

**INTERVIEWER:**

* Pin the video of the interviewee to ensure his/her image are recorded, instead of yours;
* Turn off your camera during the interview;
* Turn off your mic right after you have completed your question;
* Ask the interviewee to introduce him/herself;
* If the interviewee is a researcher, always ask what’s his/her field of research;
* If the interview is to a PaNOSC representative/contributor, ask for contact information, to ask further questions, provide feedback, or make proposals for future developments.
* If there is some interruption due to connection issues, ask the interviewee to start their sentence from the beginning, to ensure valuable content is not lost.

**INTERVIEWEE**

* Avoid noisy places;
* Prefer well-lit locations;
* Consider including as a background to your video the file at this link: <https://drive.ceric-eric.eu/f/01687c21ad30482ead93/>
* Always keep your camera on;
* Wait few seconds before answering to the question(s);
* Start with a brief introduction of yourself;
* If you make a mistake that you’d like to correct, stop for a few seconds, and restart from the beginning of the sentence you wanted to say.
* Keep in mind that the whole interview will be edited, and in the case of mistakes, pauses, etc., this can be fixed in the post-production;
* Keep your answers clear and short.

Before publication, the video will be shared with you for your review. No material will be published without your consent.

**POSSIBLE QUESTIONS:**

* Brief intro of the speaker;
* (If the speaker is a researcher) - Brief introduction of the research field and application domain;

>> ON OPEN SCIENCE

* What is your opinion on open science, and how do you think that having more open data available would benefit your research community?
* In your opinion, what are the biggest bottlenecks that prevent the change of culture - in the scientific community - required for the EOSC to become true, and effective?
* What kind of tools/services do you think are more urgently needed to make research data more FAIR?
* What is the main added value that you see in EOSC, and how do you think that it can boost interdisciplinary research in Europe?
* How do you think society can benefit from open science?

>> ON SOFTWARE / SERVICES (TO BE) DEVELOPED

* (If related to simulation services) >> Why simulation experiments are important for the users of photon/neutron sources, and which tools are available for the purpose?
* (If the interviewee has contributed to the development of a software/service) >> What is /name of the service – software/, and which added value does it have, in comparison to what was already available for the user community?
* What further developments do you expect / are envisaged in the future?
* If available, ask for a (SHORT) demo to the interviewee