

Video Review and Approval

Video Name				Video ID
Village		Block / Kebele / Commune		District / Woreda / Department
State / Region				
Observed/Approved by				<input type="checkbox"/> Partner <input type="checkbox"/> DG
Review / Approval Date				

	#	Parameters	Points	Guidelines
Story	1	Story structure		3 – Story is in three act structure: Introduction, Conflict and Resolution 2 – Story is partially structured 1 – Story is not structured but there is message in the story 0 – No story structure nor message
Visual Quality	2	Framing		3 – Framing rules (looking room, headroom and 180°) along and appropriate shots (ECU, CU, MCU, MS, MLS, LS, VLS, OTS) followed throughout 2 – Framing rules and shots mostly followed 1 – Framing rules and shots are sometimes followed 0 – Framing rules and shots are hardly / not followed
	3	Camera Angles		3 – Camera angles (eye level, high angle and low angle) always used appropriately 2 – Camera angles mostly used appropriately 1 – Camera angles sometimes used appropriately 0 – Camera angles hardly used appropriately
	4	Camera movement (pan / tilt)		3 – Camera movements done smoothly and only when required 2 – Camera movements are mostly smooth and but when required 1 – Camera movements are sometimes jerky or unnecessary movements 0 – Camera movements are usually jerky, shaky and fast
	5	Light		3 – There is proper contrast and brightness in the entire video (clear images) 2 – Lighting is either too bright (burn) or too low (dark) in some places in the video 1 – Lighting is either too bright or too low in most places in the video 0 – Lighting is poor throughout the video
Sound	6	Audio and sound		3 – Actor is always audible and there is no background noise 2 – Actor is audible but there is background noise (disturbance) 1 – Sometimes the actor is inaudible (or audio fluctuation) and there is background noise 0 – Most of the times the actor is inaudible and there is background noise
Facilitation	7	Facilitation		3 – Elements of facilitation (purposeful discussion, open-ended and closed questions, useful follow-up questions and proper body language) used all through the video 2 – Some elements need some improvement 1 – Some elements need significant improvement 0 – All elements need significant improvement
Editing	8	Technical		3 – Editing rules followed all through the video (no jump cuts, appropriate transitions, appropriate cut-away shots, no video / sound clip overlap, and proper voiceover) 2 – Some elements need some improvement 1 – Some elements need significant improvement 0 – All elements need significant improvement
	9	Style Guide		3 – Style guide elements (fonts, colors, caption placement, title slide, credits, annotations, copyright, logo placement) followed 2 – Some elements need some improvement 1 – Some elements need significant improvement 0 – All elements need significant improvement
Alignment	10	Storyboard and story alignment		3 – Storyboard approved and aligned 2 – Storyboard approved and some part of the story aligned 1 – Storyboard approved but story not aligned 0 – Neither storyboard approved nor story aligned

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Overall Score <input style="width: 50px; height: 20px;" type="text"/> Overall Grade (A ≥ 24, B 14 ≤ B ≤ 23, C ≤ 13) <input style="width: 50px; height: 20px;" type="text"/>	Overall Score <input style="width: 50px; height: 20px;" type="text"/> Overall Grade (A ≥ 27, B 15 ≤ B ≤ 26, C ≤ 14) <input style="width: 50px; height: 20px;" type="text"/> Video Approved <input type="checkbox"/> Yes <input type="checkbox"/> No

Remarks: _____ _____ _____ _____ _____	_____ Signature
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