FRESH PART-TIME STUDENTS ORIENTATION DVD

We are making a proposal to create and produce an orientation DVD for all Part-Time students in the college most especially the new students. The Orientation DVD will contain information about the College, principal Officers, welcome address from Rector, Academic and Nonacademic units and how to go about registration, payment and several other activities within the College in order to givenew Part-Time students a wonderful College experience as it is with other institution. These information and activities includes the following aspect;

* Center for Continuous Studies
* Library
* Medical
* Students Affairs
* Registry
* Bursary
* Admissions
* Center for Entrepreneurship Development
* SIWES
* Sports
* Center for information Technology and Management
* Flexible Skills Development
* Academic Planning Unit etc.
* Registrations
* Payments
* Applications
* And lots more

This Orientation DVD will also contain the Electronic Copy of the Yaba College of Technology Student Brochure and Handbook.

The essence of this DVD is to inform both New and Returning students in order to safeguard them from fraudsters, touts and swindlers around the college that will want to rip them off their money, complicate college processes for them or implicate them.

**PROJECT DETAIL**In order to achieve this Orientation DVD we will be renting equipment to capture the necessary video and photo material within and outside the college. The project will take 25 working days for Videography, Photography and this will involve a lot of interviews. Equipment’s to be hired are;

1. DSLR camera – 224 – 105 Canon lens (2)
2. Camera Flash (2)
3. Canon Battery Grip (2)
4. Canon battery Pack LP E6N + Charger (6)
5. Canon Camera external monitor screen (2)
6. Camera Head phone (2)
7. Sennheiser MKE 600 Wireless Microphone (4)
8. Sennheiser EW 100 Camera Microphone (2)
9. Boom pole + Microphone grip (2)
10. LED Video light Studio (2)
11. 160 LED Camera video light (4)
12. Memory Card Reader (3)
13. Scan Disk 1000 \* 64GB (4)
14. Tripod (1)
15. Monopod (1)
16. Gamble (1)
17. Ronin M (1)
18. DJI Inspire Drone (1)
19. Desktop Computer + Quad core processor + 2TB Hard disk + Video Card + Graphics Card (1)
20. Laptop + Quad core processor + 2TB Hard disk + Video Card + Graphics Card (1)
21. Hard Disk + 8TB (2)
22. 40 Inch LED Screen/Monitor (1)
23. Sony MDR-7506 Headphones (2)

**PROJECT COST**The cost of renting thisequipment for each day is N60,000(Sixty Thousand Naira only) which is highly subsidized by the company. The cost for each empty DVD is N150, Mass duplication and Graphic Print on each DVD is N100. Knowing fully well that we usually have an average of 10,000 Part-Tie students intake every year the cost of producing the DVD for 10,000 units will be;

* Equipment Rent Cost (25 days) = N 1,500,000
* Empty DVD Cost (150 x 10,000 units) = N1,500,000
* Mass Duplication and Print (100 x 10,000 units) = N 1,000,000

**Total Cost = N 4,000,000**

After thorough negotiation with the company renting this equipment; due to lack of funds available and also trying to be frugal in spending we have proposed an MOU with companythat on 10,000 units production of this DVD they will

* Give us their equipment for shooting of Videos and Photos for orientation DVD
* Provide 10,000 Empty DVD for recording and distribution
* Mass Duplicate and Print on the 10,000 DVD after we are through with Video/Photo shooting and editing.
* And they will be giving them **N 300/Unit** after the work is done and as the students are paying for the DVD

**PROJECT PROFIT**The Center will be Selling the DVD to students at N 500/Unit in order to generate a revenue of N 200/Unit.

Looking forward to a positive response so we can help New Part-Time students in preventing them from negative experience with fraudsters, touts and swindlers; helping them have and achieve a wonderful and positive experience in the college whilst generating revenue for the center.