



ACTE Region V Awards Chair Contact Information:  
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## **ACTE Region V Video Interview Submission Guidelines**

### **General Submission Information:**

- Length of Video: up to 8 minutes maximum
- Unedited Video – Do not add titles, backgrounds, music, props, or transitions
- The judges have read your application and recommendation letters. Please do not add extra information beyond your response to the two interview questions asked and your professional organization involvement
- Save the video with your First Name and Last Name (i.e., Marian Smith)
- Upload your saved video to YouTube (directions follow) and share the link through the Video Interview Submission Form no later than March 1.
- SUBMIT your video here: <https://forms.gle/Jg4tk91RRCGXf8oj6>

## Creating Your Video

- Introduce yourself and state “I am a candidate for... (name the category...)” Example: “Hello, my name is Marian Smith, and I am a candidate for Teacher of the Year.”
- Briefly state any involvement you have in your professional organizations and ACTE at the local, state, region, and national level.
- Read the first question for your category and provide your response. Example (based on teacher of the year category): “Question 1: Describe what you have done in your program that has made the greatest impact on student learning.” Then, respond to that question.
- Read the second question and respond to that question
- Close your interview with a simple, “Thank you”

### Award Category Questions:

- **Teacher of the Year**
  - a. Describe what you have done in your program that has made the greatest impact on student learning.
  - b. Identify one challenge CTE is facing and how you would address it.
- **Postsecondary Professional of the Year**
  - a. Describe what you have done at your institution and/or community that has made the greatest impact on CTE students, learning and/or programs.
  - b. Identify one challenge CTE is facing and how you would address it.
- **New Teacher of the Year**
  - a. Describe what you have done in your program that has made the greatest impact on student learning.
  - b. Describe future plans for yourself and your CTE program.
- **Teacher Educator of the Year**
  - a. Describe the innovative techniques/technology you use in your classroom that you believe has made the greatest impact on your students in improving CTE.
  - b. What is the greatest challenge CTE is facing and how are you using your leadership skills to overcome this challenge?
- **Administrator of the Year**
  - a. As an administrator, describe what you have accomplished that has had the biggest impact on career and technical education.
  - b. Identify one challenge CTE is facing and how you would address it.
- **Counseling and Career Development Professional**
  - a. Describe what you have done in your profession and/or at your institution that has made the greatest impact on students’ college and career readiness.
  - b. Identify one challenge CTE is facing and how would you address it.
- **Carl Perkins Community Service Award**
  - a. Describe one service project you have done and how it impacted your students and community.
  - b. Identify a need in your community or state and how students might address it.

- **Lifetime Achievement Award**

- a. Throughout your career, describe what you have accomplished that made the biggest impact on career and technical education.
- b. What advice would you give to a new career and technical education teacher, administrator, or counselor, as they start their career?

### **Tips:**

- Review the two interview questions and prepare your responses. (*See questions for your category above*)
- Wear the outfit you would wear to the actual interview during videotaping.
- Choose a background that is uncluttered and not distracting.
- Film in a well-lit room with more light in front of you rather than behind you (don't film with a window at your back).
- Speak clearly and loud enough to be heard. Look into the camera as if you were speaking to the judges.
- Notes are ok to refer to while videotaping, but avoid reading from them.
- Review your video to make sure the awards judges are able to see and hear you clearly.

# Creating Your Video Interview:

## PC platform

### Use **Windows Movie Maker**

*(if you do not have this, you may download Windows Essentials 2012 free and select only Movie Maker to install)*

1. New Project
2. Webcam Video
3. Record
4. Save as your First Name and Last Name (i.e., Betty Smith)
5. Follow the YouTube Instructions on the Candidate Video website and upload a video (Unlisted):  
[bit.ly/regionv](http://bit.ly/regionv)
6. Test your video and link on a different computer (not the one you recorded it on) to make sure the video works prior to submitting the link.
7. Complete the Video Submission Form to share your link with the judges. **Deadline is March 1.**

## MAC platform

### Use **Photo Booth**

1. Switch to Video
2. Record
3. Export to Save as First Name and Last Name (i.e., Betty Smith)
4. Follow the YouTube Instructions on the Candidate Video website and upload a video (Unlisted):  
[bit.ly/regionv](http://bit.ly/regionv)
5. Test your video and link on a different computer (not the one you recorded it on) to make sure the video works prior to submitting the link.
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## iPhone/Android Phone or iPad/Tablet

1. Place the Camera in Video Mode (best to record with phone horizontally positioned or landscape mode)
2. Record
3. Save to DropBox (need to have a DropBox account set-up on both phone and computer)
4. On your computer, retrieve from DropBox
5. Save as your First Name and Last Name (i.e., Betty Smith)
6. Follow the YouTube Instructions on the Candidate Video website and upload a video (Unlisted):  
[bit.ly/regionv](http://bit.ly/regionv)
7. Test your video and link on a different computer (not the one you recorded it on) to make sure the video works prior to submitting the link.
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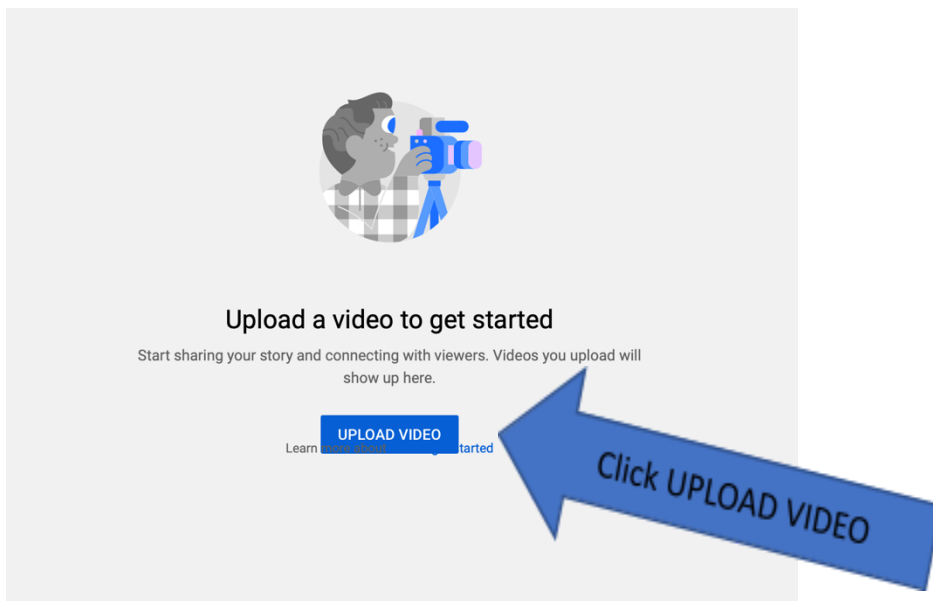
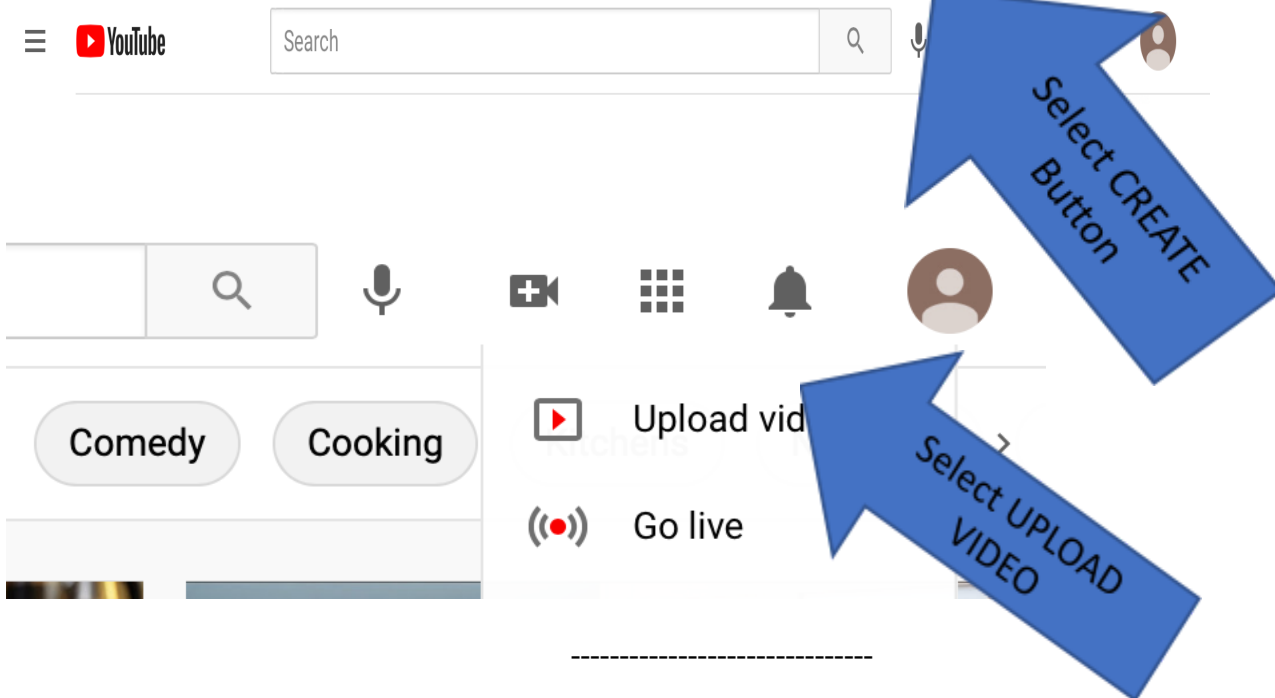
# Uploading a YouTube Video Tutorial



1. If you don't have a YouTube account, you will need to create one. If you have a gmail account- that will work for YouTube. Google owns YouTube.

2. Log in Google, select the 'waffle' and select YouTube OR log into YouTube

3. In the upper right corner - click on the "Create" button. Then select Upload Video



4. Name your video (First Name and Last Name), and save as UNLISTED (see next page)
- Name the Video with your **first and last name**
  - Description not necessary

- To the right of the Title and Description, you will see the Video Link. Copy this link to be used for submission form
- YouTube will ask on the first upload screen if it is ok for children or adults. Typically, I select made for children if it does not have inappropriate material or swearing
- Select NEXT
- Video Elements section: just select NEXT
- Save or Publish Section: **SELECT UNLISTED**
- Select SAVE
- Copy and paste Video Link into the Region V Awards Submission Form

Marian Smith

Saved as draft



Details

Video elements

Visibility



## Details

Title (required)

Marian Smith

Description

Tell us about your video

Your Name

Not Required



Video link

<https://youtu.be/luolNM>

Filename

GMT20201016-182719\_

Link to Copy

Details

Video elements

Visibility

Upload thumbnail

### Playlists

Add your video to one or more playlists. Playlists can help viewers discover your content faster. [Learn more](#)

Playlists  
Select

### Audience

This video is set to made for kids Set by you

Regardless of your location, you're legally required to comply with the Children's Online Privacy Protection Act (COPPA) and/or other laws. You're required to tell us whether your videos are made for kids. [What's content made for kids?](#)

Features like personalized ads and notifications won't be available on videos made for kids. Videos that are set as made for kids are more likely to be recommended alongside other kids' videos.

- ☒ Yes, it's made for kids
- ☐ No, it's not made for kids
- Age restriction (advanced)

#### MORE OPTIONS

Paid promotion, tags, subtitles, and more



Video link

<https://youtu.be/luoINNQByC0>

Filename

GMT20201016-182719\_Nora-Zoom\_64...

Select one

Select NEXT

Finished processing

Details

Visibility

### Video elements

Use cards and an end screen to show viewers related videos, websites, and calls to action. [Learn more](#)

You can complete this step after the standard definition (SD) version of your video has been processed. While you wait, you can close this screen or go to the next step.

Add an end screen  
Promote related content at the end of your video

IMPORT FROM VIDEO ADD

Add cards  
Promote related content during your video

ADD

Nothing Required on this Page

Select NEXT

Uploading 45% ... 2 minutes left

BACK NEXT

Details

Video elements

Visibility

# Visibility

Choose when to publish and who can see your video



## Save or publish

Make your video



### Private

Only you can watch your video



### Unlisted

Anyone with the link can watch your video



### Public

Everyone can watch your video



Set as instant Premiere



## Schedule

Select a date to make your video public

## Before you publish, check the following:

### Do kids appear in this video?

Make sure you follow our policies to protect minors from harm, exploitation, bullying, and violations of labor law. [Learn more](#)

### Looking for overall content guidance?

Our Community Guidelines can help you avoid trouble and ensure that YouTube remains a safe and vibrant community. [Learn more](#)

Uploading video...

Marian Smith

Video link

<https://youtu.be/fb8PdbL1SD8>



Uploading 52% ... 2 minutes left

BACK

SAVE

Select UNLISTED

Select SAVE