Class of 2024 Speaker: GED Grad Day, May 17th

Deadlines
- **Wednesday, April 10** - Reply via email with confirmation accepting role as speaker and to adhere to all guidelines.
- **Wednesday, April 17** – Submit copy of script.
  - Email your script in a Word document file to marisa.suebsaeng@ged.com
  - Our copywriter will review and may have suggestions. We will reply by EOD **Friday, April 19** with any notes before your final recording.
- **Friday, April 26 -** Submit final recording of your 3-5 minute speech.
  - Upload MP4 or MOV file to Google Drive.
  - A personal link will be emailed to you directly for uploading your final video.

Consent and Release
By submitting your video, you hereby authorize GED Testing Service the right and permission to publish, reproduce or otherwise use your name, voice, and likeness in video, photographs, written materials, and audio-visual recordings for marketing purposes, including, but not limited to, GED Grad Day.

Best Practices and Guidelines
Talking points to consider when writing your script.

Expand on answers from your submission form. Remember, you were selected because you have an important story to share, be confident in that!
- Briefly introduce yourself.
- Why did you decide to take the GED test?
- Describe your GED journey. What obstacles did you run into and how did you overcome them?
- What are your plans now that you've earned your diploma?
- What advice would you share with others wanting to earn their GED?
- What sort of motivation or inspiration would you like to close with as you look to the next chapter?

Tips for commencement speeches.
- Pick a theme or motivational quote
- Get personal
- Be yourself and let your personality shine through
- Reflect, then look ahead
- Create a call to action

Video Recording Guidelines
Your final recorded speech should be <u>3-5 minutes</u>.
Recording
- Record the video **<u>horizontally.</u>**
- If possible, record the video on an iPhone/Android because the video quality will be high
    - If you don't have a tripod for your phone, you can use a stack of books to prop the phone up against.
    - If recording on an iPhone/Android is not a possibility, using your computer webcam is also acceptable.
- Ensure the recording device is steady; avoid holding the phone or having someone hold the phone to record you.
- Position yourself in the middle of the frame, not too close or too far from the camera.

Presenting
- Practicing your speech a few times prior to recording.
    - We are simulating a live broadcast, so all videos will need to be done in a single take (there will not be room for cutting together or editing in the video segments).
- Sit up straight, smile, speak clearly, and don't rush.
- Avoid wearing clothing with busy patterns or that blend into your background. Also avoid obviously branded apparel (cover brand tags if necessary).

Choosing a Space
- Pick a room with good lighting (natural light is preferred). Check to make sure you are not over- or under-exposed.
- Ensure there is no background noise or music.
- Use a neutral background. Remove distracting elements from your backdrop.