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OFFICE OF ARTS & CULTURE

SEATTLE

Video / Audio Statement
Guidelines & Resources

The City of Seattle does not endorse the following resources, but provides them as available options for those needing technical assistance.

General Guidelines

Applicants are invited to submit an audio or video statement instead of a written statement of interest if preferred. This should not be a highly produced/edited recording, a short recording that speaks directly to your interest in this project will suffice. The intent of this option is to provide an opportunity for individuals who feel they can represent themselves better verbally versus in writing (for example for applicants for whom English is a second language and/or other considerations).

Please Do:

- Focus your message on why you are interested in this project specifically.
- Limit background and/or ambient noise to ensure we can hear you clearly.
- If you are applying as a team, have all members of your artist team participate in some manner.
- Limit camera shake and movement.

Please Don't:

- Create a highly edited audio or video statement in which the visual messaging distracts from the verbal content.
- List accomplishments and/or experience without directly speaking to your interest in this specific project.
- Include other individuals speaking on your behalf.
- Include background music.

Recording Instructions
How to record video using iPhone ([WikiHow Article](#))
How to record video using an Android phone ([WikiHow Article](#))

Other devices you may record with:
- Webcam
- Video camera
- Digital camera
- Professional camera

Transferring Instructions
How to transfer videos from Apple devices (iPhone, iPad, iPod Touch) to Mac and PC computers ([Apple Support](#))

How to transfer videos from Android to Mac and PC computers ([Google Support](#))

Editing Instructions
How to create and edit a video on Mac computers using iMovie:
- Download iMovie for free [here](#)
- Recording, editing, sharing, and uploading instructions for iMovie (Mac, iPhone, and iPad guides) available [here](#)

How to create and edit a video on PC computers using Microsoft Photos:
- Download Microsoft Photos for free [here](#)
- Editing instructions for Microsoft Photos available [here](#)

File Sharing Sites
You may upload your video work sample to any of the following sites, and then copy and paste the link to the video into your application. You will need to have or make an account with the website you choose to use.
[YouTube](#) (preferred)
[Dropbox](#)
[Google Drive](#)
[Vimeo](#)

How to Upload Your Video Work Sample to YouTube
Instructions for uploading your video to YouTube, from your computer, an Android phone, or an iPhone or iPad, are [available here](#).

More Help
Need additional technical assistance? Please contact Panel Coordinator Lizzy Melton at lizzy.melton@seattle.gov or 206.727.8668.