

Video Bytes

2009 Synod Assembly

What is a Video Byte?

- A Video Byte is a 10-minute video presentation (with audio) highlighting a special ministry and/or program of the Delaware-Maryland Synod.
- Video Bytes will be shown on the screens in the plenary hall at the beginning of each business session. Some Video Bytes may be shown before or after a break. The assembly schedule will indicate the times for the Video Byte presentations.
- Video Bytes should help to emphasize the ELCA tag line - *God's Work. Our Hands.*

What is the procedure for submitting a Video Byte for the Assembly?

- Requests for a Video Byte slot must be sent by mail or e-mail to Linda Chinnia **by September 15, 2008** (no exceptions).
- Requests should include the following information:
 - Name of group/organization/ministry/program
 - Purpose of group/organization/ministry/program
 - Contact name, phone number, e-mail address, relationship to requesting group
 - Summary of the Video Byte
- You will be notified by October 1, 2008, whether or not your organization has been assigned a Video Byte slot, based on availability of time and pertinence to the assembly.
- **The Video Byte must be no more than 10 minutes long.** Longer submissions will not be accepted and will be returned to the sender. *Note:* In terms of assembly attention span, videos in the range of 5-8 minutes are preferable.
- The synod assumes that the Video Byte producer will adhere to all copyright laws. The synod assumes no responsibility for the content of the Video Byte.
- The Video Byte must be submitted in the form of a DVD unless special arrangements are made with Linda Lovell by November 1, 2008.
- **The completed Video Byte must be submitted on DVD to Linda Lovell by April 15, 2009** (no exceptions).
- The synod will provide video production assistance where possible. Contact Linda Lovell.

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