

ILO CENTENARY INITIATIVE
100 YEARS OF SOCIAL PROTECTION AT THE ILO: THE ROAD TO UNIVERSAL SOCIAL
PROTECTION

A GUIDELINE TO EDIT TESTIMONIES

Please find the template of the testimonies videos here: <https://youtu.be/ALVle9qc-hA>

Sequence Settings:

Editing mode: Custom

Timebase: 25 frames/second

Frame size: 1920 horizontal 1080 vertical (16:9)

Audio sample rate: 48000 Hz

Introduction:

For the introduction:

- All files should correspond to the language of each testimony (EN = English, ES = Spanish, FR = French).
- The intro comprises of two files "LOGO.mov" and "INTRO WORDS.mov". They are located here: Z:\STEP_Current\ILO 100\Intro-Outro-music
- The video is available here: https://youtu.be/_quXZfZtz2Q

Centenary Logo:

Logos are in PNG format.

- File should be resized and positioned the same for every video (top right corner).
- Scale should be reduced from 100 to 21
- Position should be X: 1593 Y:159

You can use a semi-transparent layer of a previous frame to help position the file if you are not sure.

The interview:

For the interview part of the video:

- The interview part should not be longer than 1 minute maximum.
- If only selecting parts of the footage, the transition should be a short black dip between clips.
- Music should be lowered in order to hear the speaker clearly. Music increases again for the outro to the same volume as the intro.

- Video should always end on a black screen, so add two extra frames after the outro is complete.
- Music should be lowered gradually to silence once the end logo animation flashes diagonally.

Title and Subtitles:

- The name, title, institution and country of the interviewee should be written in black on a white background.
- The text should gradually fade in and out and should be centered in the white title box, within the title safety margins.
- The font is Raleway. Interviewee's name - **size 70**

Ms/Mr part = Raleway **Semibold**

First Name = Raleway **Medium**

Last Name = Raleway **Bold**

Interviewee's Position - **Raleway Medium; size 65**

- The subtitles should be encrypted directly in YouTube. That allows to have subtitles in different languages. If youtube is unable to generate subtitles because of poor audio quality, then you can add subtitles by using an online software at <https://amara.org/en/>

The outro:

For the outro:

- Add the correct video segment of the outro provided (EN/ES/FR), at the end of each video. The file is called "HD OUTRO.mov" The video is available here: https://youtu.be/KKzW_LMrJw

Export settings: (save settings as custom preset to reuse for every video)

Format: H.264

Preset: Custom

Width: 1920, Height, 1080

Frame Rate: 25

Tv standard: NTSC, Profile: High, Level: 4.2

Render at maximum depth: Yes

Bitrate encoding: CBR

Target bitrate: 40

Use maximum render quality: Yes