

Thank you for sharing your expertise to help Junior Achievement empower young people to own their economic success. To learn more about JA, visit www.juniorachievement.org.

As a subject matter expert, you will share your knowledge and experiences related to one of the 6 themes discussed in **the JA Finance Park Advanced curriculum**. This volunteer guide will help you prepare a short video that will be played for students either before, during or after the related session.

Presentation Outline (Suggested total presentation time: 5-10 minutes)

- 1.** Introduce yourself and your company. Briefly describe your job title and duties. (Suggested time: 1 minute)
- 2.** Make a connection between your job and the topic you will be speaking on. (Suggested time: 30 seconds)
- 3.** Share a personal or professional story that brings your topic to “life” for the students and will help them make informed decisions in the JA Finance Park Simulation and in their future. (Suggested time: 3-7 minutes)
- 4.** Closing: Emphasize the importance of wise financial decision making as it relates to your topic and the positive effect it can have on students’ futures. (Suggested time: 30 seconds – 1 minute)

Tips for Presenting on Screen:

- Think of yourself as being in front of a group of students.
- At the beginning of a presentation, look at the camera and hold a smile for about 4-5 seconds. Do the same at the end.
- Speak clearly and louder than you think necessary, not yelling, but not using quiet conversational tones. Project your voice a bit.
- Refrain from references such as “good morning” or “good afternoon” since the video may be viewed at any time of the day.
- It’s a best practice if one person can hold the recording/filming device while a second person is in front of the camera.
- When filming with any device (iPhone, Android, Tablet) **use the landscape setting**.
- The on-screen presenter should wear work-appropriate clothing and avoid wearing logos for national retailers.
- Review the camera angle so that the view is straight on, not tilted up or down, and not too close or too far away.
- Choose a filming location with minimal visual and audio distractions. A solid wall or backdrop with a company logo is preferred.
- Avoid suggesting that students reach out to you for more information.

**When you have completed your video, please email Austin Dickman @
Austin.Dickman@jasac.org for upload instructions.**