WHITMAN HANSON COMMUNITY ACCESS

Project ratings will be given to the intern by a WHCA staff member. Interns do not need to fill out the "Project Rating" section of this chart.
Project Ratings Key:
1.) Needs Improvemt 2.) Fair 3.) Good 4.) Very Good 5.) Exceptional

Project	Project Start Date	Project Title	Planning Doc	Project End Date	Project Rating
1. The Basics					
WHCA interns will need to create an account with the Boston Public Library in order to access Lynda.com. This website is filled with media tutorials. The intern will identify areas of interest of courses from Lynda.com.					
2. Photo/Video Shot Composition	**Project Start Date**	**Project Title**	**Planning Doc**	**Project End Date**	**Project Rating**
Interns will develop their creative eye by compiling a list of shots that fall into a theme of their choice. Properly frame and shoot shots throughout the community. The shots will be critiqued and the best shots may be featured on our channel, website, or other media!					
3. Field Production Segment	**Project Start Date**	**Project Title**	**Planning Doc**	**Project End Date**	**Project Rating**
Interns will practice storytelling with this project. They will pick a topic of their interest that can be safely filmed. They will then create interview questions to ask an expert on the topic. Virtually connect with an individual who has knowledge on the subject to set up a video chat interview. Then interview the guest via Zoom, GoToMeeting, etc. Lastly, they will shoot footage of the topic to help support the interview (B-roll). Interns will edit this project in the next step.					
4. Digital Video Editing	**Project Start Date**	**Project Title**	**Planning Doc**	**Project End Date**	**Project Rating**
Interns will use Davinci Resolve or Final Cut Pro to edit the footage from their Field Production project. Interns will create a story program or montage. Music and graphics should be incorporated to provide a more dynamic and exciting program.					
8. Social Media Strategy	**Project Start Date**	**Project Title**	**Planning Doc**	**Project End Date**	**Project Rating**
Interns will choose at least two mainstream social media platforms (Faceebook/Instagram/Twitter/Tik Tik, etc.) to create a post that they feel fits the latest social media trends. The intern will plan, create, schedule, and track the posts performance.					

6. Promotional Video	Project Start Date	Project Title	Planning Doc	Project End Date	Project Rating
WHCA's goal is to serve as much of the community as possible and be seen as a valuable community asset. In this project WHCA interns will create a short station promotional video with the goal of attracting new users and viewers to WHCA.					

7. Show Production - Full Length Virtual Talk Show	Project Start Date	Project Title	Planning Doc	Project End Date	Project Rating
Interns will work with individuals to capture a "talk show" style interview. Interns will have to work carefully to not only capture and ask proper interview questions, but also to manage how these ordinary folks (not professional actors) interact with the camera in order to make this come off as naturally as possible.					

5. Video Continuity	Project Start Date	Project Title	Planning Doc	Project End Date	Project Rating
Interns will learn the importance of video continuity by filming a process of their choice from start to finish to edit together. For example, if the intern chooses to film themselves making coffee, they will record each step of the process while being mindful of how the previous shot looked. Properly shot continuity projects will not contain jump cuts, flash frames, or discrepancies between shots.					

9. Promotional Graphic	Project Start Date	Project Title	Planning Doc	Project End Date	Project Rating
WHCA is one major stop for both people promoting community events as well as town governments getting notices out. WHCA interns will help design bulletin board notices for these individuals by using programs such as Canva, Power Point, or Photoshop.					

10. Real World Job Search	Project Start Date	Project Title	Planning Doc	Project End Date	Project Rating
Interns will create a resume if they do not already have one. Once they have a proper resume, they will find three jobs that interest them using job search sites such as Indeed.com or Linkedin. The intern will create individual cover letters for each application. They may then apply to each job if they would like!					

11. Web Design Portfolio Project	Project Start Date	Project Title	Planning Doc	Project End Date	Project Rating
Interns will create a portfolio website using either Wordpress or Wix to collect and showcase their work and provide contact info for visitors who want to learn more. The interns resume will also be added to the website.					