



Texas Master Naturalist 20th Anniversary Project
Frequently Asked Questions
Updated: May 24, 2017 with track changes

How will these videos be used for a final product for the TMN Anniversary?

We have 5 different products in mind for this project. Some hard copy products using transcribed quotes from the interviews, a video or two for debut at annual meetings or use in marketing/promotional materials, audio podcasts of snippets of the interviews, etc. A last product is a possible publication/book. There is an anthropologist interested in studying how the TMN program has been so successful and how TMNs identify with their volunteer roles. We won't know the full list of products to be developed until we get the videos all submitted!

Should we submit video footage of projects to be used as background images or 'b-roll'?

Yes! We could use that footage to insert into our final video products! Please share those videos and let us know what & where those shots were taken by submitting them and sending a Word Doc with a paragraph to explain/place the location. Examples of B-roll include a 30 second clip of a native prairie moving in the wind, a video close up of a nesting bird, a short clip of TMN volunteers working on trail maintenance with no-one specifically in focus, or a panning shot of the gulf waters cresting on shore.

Any idea how long an interview you want us to submit?

We expect the interviews to be lengthy. We will take snippets of each video to be used in whatever master form we come up with. And those snippets not used will be kept for transcription or research for the possible book. Most interviews submitted thus far have been about an hour.

Is there a format or list that the chapter can use to help manage the list of interviews being done in the local chapter? Or is there a list to help transmit to the state office those who have been interviewed?

YES! The State Office will be using the Excel Spreadsheet linked here:

<http://txmn.org/wp-content/blogs.dir/1/files/2017/02/20th-Anniversary-For-Chapters.xlsx> to manage all interview submissions. It would be of GREAT help if the local chapter project chair followed the same format for their list to manage and submit their interviews. While this is not a requirement, it would be helpful. ☺

Can the 20th Anniversary Project Chair get some help?

Of course! We have some chapters that have developed teams to tackle this exciting project. You may need volunteers stepping up to help as ‘equipment managers’ or videographers, volunteers stepping up as “tech support” (those who manage all the upload and file sharing), and volunteer stepping up to coordinate the list of who to interview and logistics (when, where, with who, etc). Reach out to your chapter and feel free to set up a team as needed to tackle this project.

Is there an expected timeline for submitting recorded interviews and photos?

While we don't have a specific timeline or deadline for the videos, we'd like to start receiving them as you produce them so we can begin our work to edit, tag and transcribe if needed. We are aiming to have most of the videos submitted by this fall/winter - before 2018! But we also understand that if there are individuals who you can't get videos from until later in the year (either they are traveling or 'winter Texans'), we will take those when you get the chance too.

What if the iPad does not turn on?

Please make sure that your equipment is fully charged before getting to your interview. Check that all equipment is working before leaving the AgriLife District Office. If you have questions on getting the equipment set up, you can follow the instructions 1 and 2 here: <http://internettv.tamu.edu/video-production/> or contact Treye Rice TGRice@ag.tamu.edu with questions.

There is also a training course offered on how to use the iPad Video Kit:

How to use the iPad Video Kit - <http://extcomm.teachable.com/p/how-to-use-ipad-video-kit>

What is the iPad's 4 digit pass code?

This is set by each AgriLife District Office. Please consult with the district office's office manager to get this pass code.

Is there equipment missing from my iPad Video Kit?

Please check your iPad Video Kit Add equip list before leaving the AgriLife District Office with the kit. A full equipment inventory sheet is listed as number 10 on the website: <http://internetv.tamu.edu/video-production/> . If there are items missing, please let the AgriLife District office know immediately.

Should we send videos to the Syncplicity folder as they are conducted or send them all at once?

It would be most helpful if the videos could be submitted/shared via Syncplicity as they are conducted. This will allow our state office ample time to process each video as they come in, rather than have a group of videos all be submitted at the same time for processing.

I'm having problems getting my videos to upload to Syncplicity, what should I do?

We've had a few chapters note that the videos take quite a while to upload to Syncplicity. Especially as the interviews range from 20-30 minutes in length, the file size grows to 2.5GB plus. You will need either a stronger WiFi connection to make them upload quicker, or use a hard line solution. If you have an issue or have a larger file to upload, we suggest the following:

1. First check your iPad's battery supply.
2. Before you start to upload, go into Settings, "Display & Brightness" and change "Auto Lock" to never.

* If the iPad goes to sleep in upload of file the upload stops and you have to start over. If you don't change this, you will have to keep the iPad awake every couple minutes. And if the upload takes a couple of hours, this is not fun.

3. If you still have issues uploading the file directly from the iPad, we suggest copying it to a SanDisk/USB thumb drive.
4. Take the SanDisk to a laptop/desktop with a hardline connection to the internet (not wi-fi) and upload to Syncplicity from that location. *Note, you will need to log into Syncplicity on that system as well.
5. If all else fails, you can mail the SanDisk/USB to our TMN state office with the videos on it (we'll mail the USB back to you)
6. Still need help? Call us and we'll walk you through a solution.

As we conduct the interviews and collect the consent forms from each of our interviewees, should we send in the consent forms as they are collected or all at once? You can send the consent form in either all at once or one by one, whichever is easiest for your chapter. It may help to submit them after the videos are uploaded, as a sort of checklist of interviews done and sent to the state office.

Should the chapter attempt to edit the video using iMovie or other video formatting programs/apps?

No, it is not necessary to edit the videos for us. We will edit them at the state office.

Once more, you do NOT need to edit the videos – we can do that. We want the FULL video so we can transcribe the interaction and conversation.

Can we interview folks outside of the Texas Master Naturalist organization? For example, partnership organization representatives, working friends of the chapter, local impacts groups, etc?

Yes! Feel free to interview these folks about the impacts that they have seen the TMN Program make for either their organization or the local community as a whole. For example, an interview of a local nature center director where your chapter volunteers frequently would have great insight into the impacts your chapter has made on the local ecosystem. We have developed the following questions to be used in interviews like these.

Questions for Program Partners outside of the TMN Chapter Membership:

1. Describe your role or partnership with the Texas Master Naturalist Program.
2. Please complete the following sentence: I believe in the Master Naturalist Program because....
3. What has been the most surprising work you have seen as a result of Master Naturalist's involvement?
4. What change or changes do you see in people who become a part of the Texas Master Naturalist Program?
5. How would you describe the impact Master Naturalists have had on the local resources you work with?
6. What hopes do you have for the TMN program or Texas' natural resource future?
7. What would you like to tell the next generation of Texas Master Naturalists (or land stewards)?