**PHOTO AND VIDEO ORGANIZATION TEMPLATE**

For an example of how the content creation table can be filled out, please see the table below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **CONTENT CREATION TABLE** | | | | |
| **Resource Description (Video, image of man or woman, etc)** | **What Is Needed (Equipment, forms, etc)** | **Day/Time** | **Who** | **Contact Information** |
| Image of Man on Tractor | Salvador’s iPhone  Consent Form  Masks  Consent to use Harrison Farm’s Tractor | 10/10/2021 @ 5:00pm | Jose Lopez | (His phone)  000-000-0000  (His wife’s phone)  111-111-1111 |

**PHOTO AND VIDEO ORGANIZATION TEMPLATE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **CONTENT CREATION TABLE** | | | | |
| **Resource Description (Video, image of man or woman, etc)** | **What Is Needed (Equipment, forms, etc)** | **Day/Time** | **Who** | **Contact Information** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **COMPILED IMAGES AND VIDEOS** | | |
| **Resource Description** | **Resource Location**  **(Which computer drives/folder is your resource located in, etc)** | **Consent Form Location**  **(If the resource features a person)** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |