

TV Station Reporter

You are responsible for interviewing citizens about their experiences in BizTown for the video production your business is creating of your school day in *JA BizTown*. You or the Ad Executive should fill in for the Camera Operator when they go to lunch.

1. iPad



Your job requires an iPad today. You will be using the CEO's iPad once they complete their tasks with it.

2. Before the Pledge of Allegiance

- a. Read the **TV Reporter News Suggestions** on your clipboard. You may use these or your own ideas.
- b. Read the **Video Directions** in this folder to learn how to use the iPad.
- c. Read the directions on how to AirDrop videos to the BizTV Mirroring iPad to display them on the TV located outside of the TV Station.
- d. Read the **Suggestions for Interview Questions** on your clipboard.
- e. Ask the CEO for a Press Badge from the business start-up supplies they ordered.

3. After the Pledge of Allegiance



- a. You will ask the CEO for their iPad **after** they have ordered the start-up supplies and had a chance to review their speech in the PDF Expert app.
 - **NOTE:** When it is time for the Opening Town Meeting, you will need to give the iPad back to the CEO to read their speech. You will get the iPad back from them after the meeting, to use the rest of the day.
- b. Wear your Press Badge when you are on official Biz TV business in the town.
- c. **Important Reminder:** Citizens with an orange dot on their name tag do not have permission to be photographed or recorded. **DO NOT record anyone wearing an orange dot.**
- d. Use the **Suggestions for Interview Questions** and **TV Reporter News Suggestions** to conduct interviews.
- e. The microphone is only a prop - if you want to use it.
- f. Interviews should be less than 1 minute long each.
- g. When finished with an interview, find a quiet place to listen to the entire interview for consistent sound quality.

4. AirDrop Videos

Return to the TV Station and AirDrop your recorded videos.

- a. **FIRST**, AirDrop videos to the CEO's computer (**BizTV's Mac Mini**) so they can be added to the video production. It is best to let the CEO know you are AirDropping the videos and be sure they accept them.
- b. **SECOND**, AirDrop your recorded videos to the **BizTV Mirroring iPad**. AirPlay the videos on the TV outside of the TV Station.

- c. Repeat the steps above as you record more interviews. **DO NOT** wait until the end of the day to AirDrop your videos to the CEO.

5. Fill in as Needed

You or the Ad Executive may need to fill in for the Camera Operator when they go to lunch, using their iPad in the recording booth. Be sure to AirDrop the recorded segments to the CEO's computer (**BizTV's Mac Mini**).

6. Clear Videos on iPads



Follow the **Clean Up Instructions** in this folder to delete all videos from the Photos app on your iPad at the end of the day. Take your iPad and give it to the teacher stationed at the iPad carts.

7. Clean Up

Assist with business clean up at the end of the day.