



ABLE OPPORTUNITIES, INC.

INNOVATIVE, PERSON-DRIVEN, ACCOMMODATION TOOLS
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How to Make a Strong Video Resume

First and foremost, support the job seeker to build the resume, capture the film, organize flow, edit, add captions, etc. Even if they are side by side with you as you are doing the work, keep it a person-driven project.

Gear: Check out accommodation tools on the iGear list from Able Opportunities, Inc. Here you'll find cases that strap to the body, fat stylus options, hand glider gloves that allow someone to rest their whole hand on the screen while using one finger to touch for activation (made for artists).

Person-Driven: When you are filming the individual. Show them the clip, get a thumbs-up or thumbs-down to edit down to portions they like. Or complete an initial draft that needs editing and complete a final version alongside your customer.

Be brief. If it's more than 4 minutes, you need a plot! Meaning it's boring to watch and you'll lose the attention of your viewer. Be concise; make each point with 1-2 clear examples.

Draft an outline. A video resume is based on the same information as a paper resume. Start by looking at the paper version or creating at least a bullet list of the following areas: Personal Information, Objective, Qualifications, Work Experience, Education, Interests.

Personal Information & Objective

These two are often combined in video. Start with an intro from the person. If they are nonlinguistic, use captions and voice over. For example: "My name is Jennifer White. I can be your next model employee! I am passionate about finding a position where my skills as an office assistant support your busy team.". Either, Jennifer White is saying these words, or she is shown with a photo or video clip with this as a caption that is voiced by someone else.

Qualifications

Many employers do not have experience with employees with significant disabilities. They can benefit from clear examples of someone working at their best, accommodations used, coaching etc. Capture clips; use the same tag line from the written resume. Ex. Video clip of person showing a skill with a caption "Demonstrated attention to detail." Provide voice over of all captions, and caption all voiced sections.

Work Experience

Follow the structure of a paper resume. Capture footage as possible (current workplace or volunteer site where skill sets can be demonstrated, any place you can access by calling previous employers, etc.). For areas where there is no opportunity to

capture video of the person working, interview the previous employer, or get a photo off the website that can be used with a caption and voice clip. Include volunteer work here. Skills demonstrated at home can be used as applicable work readiness qualifications.

Education

A text slide with voice over can be used to list education. A photo of the high school can be searched online and added with a caption noting graduation date.

Interests

This is an optional section. Keep it very brief with a photo or short video clip that captures a personality trait or area of interest. Ex. Julie wearing a knit scarf she made with a caption “I love to knit in my free time.”


End with clear contact information.

General video hints:

- After capturing film, “take out the trash”. Get rid of all extraneous video clips. Check for duplicate points. You can always pull video back into a project. The more video you complete, the more this habit will develop. You will begin to film less and edit for points more quickly.
- Always have the light source behind you as the videographer. Otherwise faces and content darkens.
- Close up is better for video. Distant photos are no problem, but for video shots, you will need an external microphone if people are far from the iPad.
- Don’t cover the microphone with your hand.
- Wipe camera lens clean using a lens cloth so there’s no smudges.
- If the background sound of the clip is important, or if the clip is short and reading text will distract a viewer from seeing a demonstrated point, create a text slide (Use Background feature in iMovie, or any word or note taking program, Notability is an ideal app for this) with voice over and then show the clip after it. You can use a text slide to draw attention to something. Ex. A slide with writing and voice over “Watch how Michael maintains attention to detail regardless of office distractions.” Followed by the clip- of Michael demonstrating this skill.



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