

GSM Video Production Request Form

Project title	
Requester's name	
Due dates (draft for review and publish dates)	
Video Dates/Time (Write "unknown" if not set yet.)	
Length of video (approx.)	
Production location(s)	
Description of project: <ul style="list-style-type: none"> • Goals (why video?) • Primary audience (e.g. prospective students, alumni, students, corporate partners, general public) • Distribution channels (GSM website, GSM YouTube channel, GSM social media, newsletters, other) • Style (event, emotional, facts, research, animation, promotional) 	
Other notes	

Interview Subjects		
NAME	TITLE	CONTACT INFO