

GLENCORE

Instruction Guide

Creating Indigenous Language COVID-19 Information Videos

To support the communication of key health messages relating to the COVID-19 outbreak, the Australian Department of Health has produced a number of videos that are part of their national COVID-19 campaign: <https://www.health.gov.au/resources/collections/coronavirus-covid-19-campaign-resources>.

Although translated versions are available for a number of foreign languages, there are none available in indigenous language.

Glencore's Aurukun Bauxite Project team, in consultation with the local Queensland Health representative and Apunipima Cape York Health Council, arranged for a local language version of two videos to be developed and distributed in the Aurukun community and surrounding area.

These examples can be viewed here:

Good Hygiene in Wik Mungkan - <https://mediazilla.com/IFgJ52gEEv>

Social Distancing in Wik Mungkan - <https://mediazilla.com/kku6l5HnST>

For the benefit of organisations that may wish to do so, we have set out below an instruction guide to create your own local Indigenous language voice-over to improve communication of these important messages to remote communities.

What you will need

- A computer with basic video editing software – for example iMovie on Mac or Video Editor on PC
- Someone with basic video editing skills
- Audio recording device (smart phone with video or voice recording capabilities is suitable)
- Language translator from English to local Indigenous language
- Clear local language speaker for voice over recordings

How you will do it

1. Translation

A local language translator will need to rewrite the script (refer to English version attached in Annexure 1) into the local language.

2. Recording

Have your local language speaker practice reading the script a few times so that they become familiar with the script. This will improve the flow and quality of the voice over during recording.

Get a recording of your local language speaker reading the script.

Tip - Any smart phone with video/voice recording capabilities is suitable – you will need to be able to send the video/audio file to your editing software and extract it. Alternatively you can create an audio file by using "Voice Recorder" on PC with a microphone plugged into the computer.

To improve quality of recordings be mindful of the following;

- Ensure there is no wind while recording
- Ensure no other ambient sounds like air conditioners running, cars passing, other people talking etc. The quieter the better.
- Keep your recording device the same distance away from your speaker during the recording the whole time they are speaking for a consistent recording.

- If recording in a room take note on whether the room has an echo. If there is an echo move somewhere else.

Once you have completed your recordings double check that you have actually gotten the recording you need. Playback your recording, make sure the whole script has been captured, that it is clear and concise. Rerecord if needed.

3. Download templates

Download the provided production templates. These are available at <https://www.dropbox.com/sh/49tk02kbb6m17sf/AABqKvVD5sMHha5QNJ50Nt2Ba?dl=0>

Click on either the m4v or the MP4 format folders.

The background soundtrack file is available in a separate folder.

Note - Various length productions templates have been provided to support variations in local language script length. This may assist efforts synchronizing local language voice over with production visuals.

4. Editing

Open your editing software, create a new project and import the following;

- Audio recordings captured in local language
- Relevant production templates

Commence required editing to sync local language voice recording with production template visuals and sound effects.

5. Export & distribute.

We used local networks to promote the video in community – for example, social media from the local council, school or health provider.

The videos are also being used on TVs located in public places in the community (eg health clinic, general store)

If you need assistance with this, we would be happy to help. Please contact Julian.Farrugia@glencore.com.au and Jason.Holt@glencore.com.au.

Annexure 1

Production Scripts (English)

Good Hygiene Production

To help stop the spread of viruses like the flu or Coronavirus good hygiene is essential.

That starts with washing your hands thoroughly with soap and water whenever you cough, sneeze or blow your nose, prepare food or eat, care for someone sick, touch your face or use the toilet.

Remember to cough or sneeze into your arm, or a tissue, bin the tissue and wash your hands.

Together we can help stop the spread and stay healthy.

Social Distancing Production

Coronavirus is most likely to spread from person to person when we come into close contact with one another.

We can all help stop the spread by keeping our distance.

This means do not shake hands or exchange physical greetings, and wherever possible, stay at least 1.5 metres away from others.

It's also really important to practice good hygiene, especially after being in public places.

Together we can help stop the spread and stay healthy.