**Sharing Across Centers Video Project with Flipgrid**

**Recording/Uploading Instructions**

**Step 1:** Open the Flipgrid App at: [www.flipgrid.com](http://www.flipgrid.com)

**Step 2:** Join the group discussion “Getting to Know Each Other” by entering the code: 7e4662d9

**Step 3:** Click on the “Getting to Know Each Other” link and go to the “Action” drop down box on the right side of the screen and select “Record A Response”. Start recording your 5-7-minute video! Note: You can upload a video clip and record your screen when you record the video as well. Recording your screen will allow you to record presentation slides.

**All videos must include:**

* Primary Topic Areas Covered by your Center. For example: Mental Illness, Eating Disorders, Protected Health Information, etc.
* Scope of Services. For Example: Local, Regional, National, etc.
* Types of Services. For Example: Training, Technical Assistance, One-on-one Consultation, etc.
* How Services are Planned. For Example: Annual Project-Based Workplan, Consultation/TA Requests, etc.
* Target Audience. For Example: Individuals/Families/Public, Clinicians/Providers, Organizations/Systems, etc.
* 3 things your Center is proud of “so far”
* 3 things your Center is looking forward to in the upcoming year
* Fun Facts About Your Team
* How can other TTA centers contact you?

**Step 5:** To review your recorded video tap the arrow in the bottom right to advance.

**Step 6:** Before submitting your video, you can edit your name, add a title, change the cover photo, or attach a link…then hit submit!

**Please upload your video by Friday, January 15, 2020. If you need assistance uploading your video or have additional question contact Tiffany Kilpatrick,** tiffanykilpatrick01@gmail.com