# Quick Takes Video Submission Notes

## Instructions

1. Please fill out this form and upload to Dropbox with your video.
2. Name your video and notes filenames using this format:

* Your Name-Video Topic-MM-DD-YY.mp3
* Your Name-Video Topic-MM-DD-YY.pdf

## Title of program (under 100 characters)

## How your name should appear

## How your professional title should appear

## Any text you would like to appear on screen to reinforce your key takeaways

## Notes for the editor

## Your email in case the video producer needs to contact you