Farm Video Library Checklist

A farm video library checklist for organizing and reviewing farm video clips for marketing and training, so owners know what exists, what is usable and what is missing.

Farm / unit: _____ Date: _____ By: _____

ITEM	OK	FIX	N/A
Clips sorted by topic	☐	☐	☐
Files named and dated	☐	☐	☐
Best clips marked	☐	☐	☐
Permission noted for people shown	☐	☐	☐
Sound and picture quality checked	☐	☐	☐
Short captions written	☐	☐	☐
Originals backed up	☐	☐	☐
Formats ready for web use	☐	☐	☐
Gaps to film next	☐	☐	☐
Storage space reviewed	☐	☐	☐

NOTES / REPAIRS NEEDED

TIP Film short clips of routine work, and avoid showing unsafe practices that you would not want copied.