

Re-Entry Action Plan (REAP) Micro-Learning Videos

Terms of Reference

Background

The Australia Awards and Alumni Engagement Program - Philippines (AAAEP-P) is an eight-year program (2017 to 2025) of the Department of Foreign Affairs and Trade (DFAT) that provides educational and learning opportunities for Filipinos. The Program is being managed by the Tetra Tech International Development.

Australia Awards are the Australian Government's prestigious scholarship program for the next generation of Filipino development leaders. It provides high-achieving Filipino development leaders the opportunity to pursue postgraduate studies in Australia's world-class academic institutions and contribute to Philippine development through their re-entry action plans (REAPs).

REAP is a unique mechanism of the Program which allows scholars to use the knowledge and skills gained in Australia or in the Philippines through long-term scholarships, local scholarships and short courses to implement meaningful development projects to their target organisations or community.

Objectives

The main objective of the engagement is to produce three (3) microlearning videos on REAP. Microlearning videos are short, focused videos designed to meet a specific learning outcome.¹ These videos deliver on-demand microlearning sessions focused on a single learning objective in a short time (less than 5 minutes).

Scope of Services

The service provider's responsibilities and tasks are the following:

1. Produce microlearning videos on three topics related to REAPs that Program alumni can watch at their convenience on the Program website. The topics that will be covered are the following:

Video	Content
Video 1	Concepts about REAP and REAP progress
Video 2	The inputting of REAP into the system
Video 3	The inputting of REAP progress reports

For all video projects:

- Conduct desk research on content, develop story outline and recommend creative treatment of the video
- Conceptualise and develop storyboard and script
- Provide creative direction in the production of the video* based on the approved outline, treatment, script, and storyboard
- Submit raw and edited videos

¹ <https://elearningindustry.com/microlearning-videos-training-amazing-examples-use>

2. Attend project meetings with the AAAEP-P team.

**The copyright for all these photographs and videos will remain with the Australia Awards and Alumni Engagement Program - Philippines (AAAEP-P).*

Service Provider Requirements

1. At least 3 to five years of experience as professional videographer and photographers
2. Demonstrated experience in producing videos in various formats, including microlearning videos, infographics videos, documentaries, case studies, promotion and marketing videos, etc.
3. Excellent interpersonal and facilitation skills, including the ability to effectively work with and support a wide range of stakeholders in multicultural settings

Deliverables and Indicative Timeline

Output	Timeline
Story Outline	15 February 2023
Storyboard and Script	15 March 2023
Video Production	16 March to 10 April 2023
First draft of videos	28 April 2023
Second draft of videos	05 May 2023
Final draft of videos	12 May 2023

Submission of Proposal

Interested applicants should submit sample work together with their proposal.