

Checklist for teachers

Getting Started

- Read the [Our World webpage](#), [Teacher Handbook](#) and [Quick Start Guide](#)
- Attend online Teacher Information Session on 29 April 2026
- Share [learner information sheet](#) and [video](#)
- Promote opportunity across relevant year groups

Organising Teams

- Confirm age group categories
- Ensure teams have 3-5 members
- Discuss SDG options with learners
- Support language planning

Storyboard

- Download [storyboard template](#) from the Our World webpage
- Guide learners on:
 - SDG integration
 - Language inclusion
 - Camera techniques
- Ensure a [pupil entry form](#) is completed for every storyboard
- Ensure a [teacher submission form](#) is completed for every year group entered
- Submit storyboard to scilt@strath.ac.uk by 19 June 2026

If Shortlisted

- Confirm attendance at online filmmaking workshop
- Support filmmaking
- Ensure filming uses original footage
- Oversee editing process

Final Submission

- Check film length (2-5 minutes)
- Confirm language requirement met
- Collect and submit media consent forms
- Submit film to scilt@strath.ac.uk as MP4 via WeTransfer by 13 November 2026

Premiere

- Confirm attendance at online ceremony (December 2026)

