

## **Technical description for audiovisual content production**

### **Project 1: - Prepare a flash animation loop for the Agency website**

#### **Planning**

- participate in one planning meeting at the Agency, lasting one working day.
- prepare time plan with deadlines for technical preparations.
- prepare cost estimate.

#### **Preparation and production**

- layout and prepare an animation proposal in one language version in the form of a loop of one minute's duration containing ten text statements, a photographic image associated with each of them and supplementary graphic elements.
- animation to be based on text input from the Agency and images cleared for internet usage provided by the contractor.
- modify 40% of proposal twice on the basis of feedback from the Agency.
- deliver finished animation on CD to the Agency in Copenhagen.

### **Project 2: - Prepare a flash animation loop for public displays at the Agency premises**

#### **Planning**

- participate in one planning meeting at the Agency, lasting one working day.
- prepare time plan with deadlines for technical preparations
- prepare cost estimate

#### **Preparation and production**

- layout and prepare an animation proposal in two language versions in the form of a loop of five minute's duration containing twenty-five text statements, a photographic image associated with each of them and supplementary graphic elements.
- animation to be based on text input (in both languages) from the Agency and images cleared for public display usage provided by the contractor.
- modify 40% of proposal twice on the basis of feedback from the Agency
- deliver finished animation on CD to the Agency in Copenhagen.

### **Project 3: - Prepare a package of overheads on the annual EEA report Environmental Signals**

#### **Planning**

- participate in one planning meeting at the Agency, lasting one working day.
- prepare time plan with deadlines for technical preparations.
- prepare cost estimate.

#### **Preparation and production**

- layout and prepare an overhead package in one language version in the form of thirty overheads, fifteen of them accompanied by two graphs each, the remainder as text only.
- overheads to be based on text input and graphs delivered in eps-format by the Agency.
- modify fifteen of the slides on the basis of feedback from the Agency.
- deliver 25 copies of the finished product in binders with acetates and CD in plastic pockets to the Agency in Copenhagen.