

# Women Military Aviators Oral History Project

## Solo Session #1

11 September 2001 - Women Military Aviators Remember

### Expanded Instructions and Suggestions

Please answer the question:

*“Where were you and what were you doing on September 11, 2001?”*

#### Instructions and Suggestions

- Think about your experience and create an outline or talking points to speak from
- Access the link provided in your browser
  - Chrome and Safari work best
  - You will have the opportunity to see your video image before beginning the recording
  - Check the lighting, background, your hair :)
  - Ignore the Password Protection box - none needed
- Press the **round red circle** to start your session
  - Do NOT check the “Record Audio Locally” box
  - DO click on **Start Recording**, the elapsed time counter will begin
  - Recommend speaking for approx. 10-15 minutes but you can do more (up to 2 hours!) or less
  - Please introduce yourself, say the date and if you are comfortable with it, reference your location
  - While speaking, look into the camera of your computer, tablet or phone (not at yourself)
  - IMPORTANT: You cannot pause the session. If you do need to stop, you must re-access the link and begin again
- When you are finished talking, press the **red phone icon (“Hangup”)** to stop the recording
- The next screen will say, **Scroll down to save or discard your recording**
  - Your recording is now available if you wish to review it
  - Please read through the options below before selecting your preference:

- If you like your session, fill out the following information:
  - Your Name
  - Your Email Address - *required*
  - Title (**11 September 2001 - Women Military Aviators Remember** should already be filled in)
  - Description - *leave blank*
  - Tags - *leave blank*
  - Publish to Group (**Women Military Aviators** should already be checked)
    - Send email notifications to group(s) - *not necessary*
  - Terms and Conditions - *required*
    - This box must be checked to save and submit your story
  - Click on **Save Story** and you're done!
  - You will be directed to a Thank You page
  
- If you do not like your session:
  - Scroll down to the bottom of the page and select **Discard Story**
  - To re-accomplish the session, you must access the link again
  
- If you would like a personal copy of the MP4 file for your session, select **Download Story**
  - **IMPORTANT:** You may only do this BEFORE you **Save** or **Discard**

If you have questions along the way, feel free to text, call or email:

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