



Appendix 4-B. YouTube Video Submission Checklist

After completing and saving this questionnaire, attach it and other relevant information to an email and send it to: socialmedia@ahrq.hhs.gov.

Suggested title for your video:

What is the highest resolution of the video? (Minimum required: 720 x 480)

For additional info, see Section 4B of the AHRQ Publishing and Communications Guidelines.

What is the file format of the video's caption file?

For additional info, see Section 4B of the AHRQ Publishing and Communications Guidelines.

Give a clear, accurate description of what your video is about, as per the following YouTube guidelines.

If the video is currently available for viewing online with a password on a private or unlisted YouTube channel, an FTP site, Vimeo, etc., provide the URL and any other information needed to view it, such as a login name and password.

All Federal videos on YouTube also have to be on .gov Web sites. What is the .gov URL for the video?

On which AHRQ YouTube channel would you like to have your video hosted?
(If "Other" please specify)

AHRQHealthTV
AHRQespanol
AHRQinnovations
AHRQeffectiveness
AHRQHealthIT
AHRQPatientSafety
AHRQPrimaryCare
Other

Who is the AHRQ program staff contact for the video?

Who in OCKT has seen or is familiar with the video? List the full names of up to three OCKT staff members.

Has your Office/Center Director approved the video?

Yes No

Does your video have music or a soundtrack?

Yes No

If yes, provide documentation, e.g., signed licensure agreement re: usage rights, restrictions, limitations, expiration date. Attach a copy of the documentation to the submission email. If your music or soundtrack is in the public domain, or without restrictions, attach appropriate documents.

What "keywords" would you like to have associated with your video?

(This field is limited to 175 characters, including spaces and commas.)