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# POLK SCHOOL DISTRICT

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## Video Request Form

This form must be completed and approved by your school administration for all videos shown in your classroom ten (10) days prior to viewing. You should not show any video you have not previewed. Keep a copy of this request.

**Teacher:**Click or tap here to enter text. **Subject:** Click or tap here to enter text. **Unit:**Click or tap here to enter text.

**Lesson Topic:** Click or tap here to enter text. **Text:** Click or tap here to enter text. **Chapter:** Click or tap here to enter text. **Page:**Click or tap here to enter text.

**GSE or Curriculum Objective:**Click or tap here to enter text.

**Date video is to be shown:**Click or tap here to enter text.

**Title:**Click or tap here to enter text.

**What is the rating for this video?**Click or tap here to enter text.

**Publisher or Producer:**Click or tap here to enter text. **Copyright Date:**Click or tap here to enter text.

**Source:** Purchased Video ☐ Media Center ☐

**Format:** Blu-Ray/DVD ☐ Video Stream ☐

**Program Use:** Whole Program ☐ Segment ☐ Length in Time: ☐

**Have you viewed this video in its entirety?** Yes ☐ No ☐

**Is the showing part of a direct face-to-face instruction?** Yes ☐ No ☐

**Size of audience:** Individual ☐ Small Group ☐ Whole Class ☐ Large Audience

**Text correlation:** Beginning of Chapter ☐ Middle of Chapter ☐ End of Chapter ☐

**Unit Correlation:** ☐ As an opener (motivation) ☐ As a closer (motivation)  
☐ As a review of the lesson ☐ As a preparation for a test  
☐ As a lesson to develop skill ☐ As a lesson to develop a concept  
☐ In a problem solving setting ☐ Other:

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Performance: Click or tap here to enter text.

Preparatory Activities: Click or tap here to enter text.

Participation Activities: Click or tap here to enter text.

Follow-up Activities: Click or tap here to enter text.

*\*Attach any supporting documentation that goes with the lesson to this form.*

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Teacher Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Not Approved \_\_\_\_\_

PSD Copyright Policy: *"Each school in Polk School District shall abide by the current copyright laws."*

Generally, "Fair Use" has been interpreted to include limited use which is not likely to deprive a publisher or an author from income.

**Specifically:**

- *The showing must be part of the current teaching unit, i.e. fulfill a curriculum objective*
- *The showing must occur in direct face-to-face instruction, and may not be used as a reward, entertainment or filler.*
- *The showing must take place in the classroom.*
- *The showing must be a legally acquired copy of the work.*
- *Videos may not be rented or may not contain the words "Home Use only".*
- *Broadcast show taping must have the permission of the copyright holder before being shown; i.e. Discovery Channel, History Channel, WXIA, etc.*