


# Vyond Storyboard


Samantha Collier

**Video Title:** Remote Communication Skills

**Project:** Remote Leadership Skills

**Date:** June 5, 2021

Branding	
	<h1>Lato</h1> <p>This is Brawler.</p>
Hex Codes: 2E353C, 669999, B7BEC1, F2B53B, E8E9EE, 886DA3, EF757D	

Scene #: 1	
	<b>Script/Dialogue:</b>
	<b>Music/Sound Effect:</b> Corporate Fanfare
<b>Notes:</b> Title Scene (Template)	<b>Character(s):</b>

**Scene #: 2****Script/Dialogue:****Music/Sound Effect:**

Corporate Fanfare

**Notes:**

Subtitle Scene

**Characters:**Professional John –

Action: Standing (still)

Expression: Default

**Scene #: 3****Script/Dialogue:**

This is John: John's company recently transitioned to a 100% remote workplace.

**Music/Sound Effect:**

None

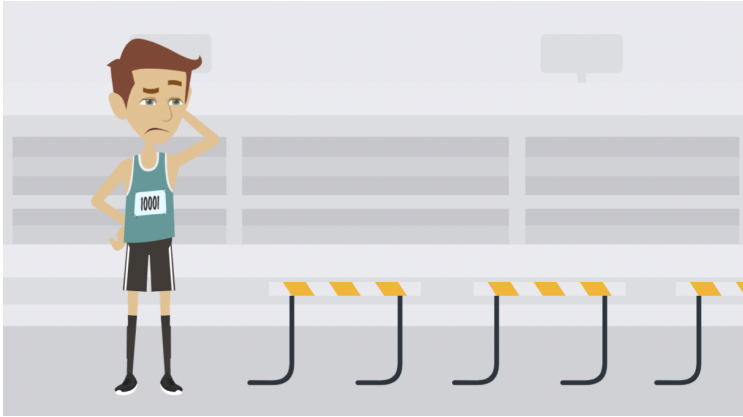
**Notes:**

Close up of John smiling; Camera zooms out and home office props are revealed.

**Characters:**Professional John –

Action: Standing (still)

Expression: Default

**Scene #: 4****Script/Dialogue:**

As a manager of a large sales team, John now faces a variety of hurdles as he adjusts his leadership strategies.

**Music/Sound Effect:**

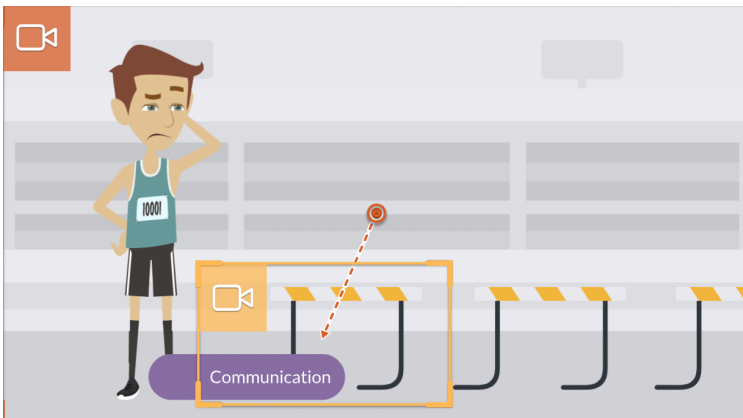
None

**Notes:**

John is in a stadium & his outfit is now a track suit, he has a worried expression. Hurdles appear.

**Characters:**

Track John –  
Action: Confused (video)  
Expression: Confused

**Scene #: 5****Script/Dialogue:**

One of these hurdles is communication. Communication is one of the biggest challenges faced by remote managers.

**Music/Sound Effect:**

None

**Notes:**

Camera zooms in on a hurdle. Title “communication” appears.

**Characters:**

Track John –  
Action: Confused (video)  
Expression: Confused

**Scene #: 6****Script/Dialogue:**

If you are in the same situation as John, you must now lead your team solely through a screen rather than face-to-face. In addition, workers may feel disconnected not only from each other, but also the big picture of your company without frequent and honest conversation

**Music/Sound Effect:**

None

**Notes:**

Different screens with John's face slide into their places from their designated corner. Devices exit slowly back out of their corners when VO says "disconnected."

**Characters:**

Professional John -  
Action: Standing (still)  
Expression: Default

**Scene #: 7****Script/Dialogue:**


Let's take a look at five ways you and John can boost communication and keep your teams engaged.

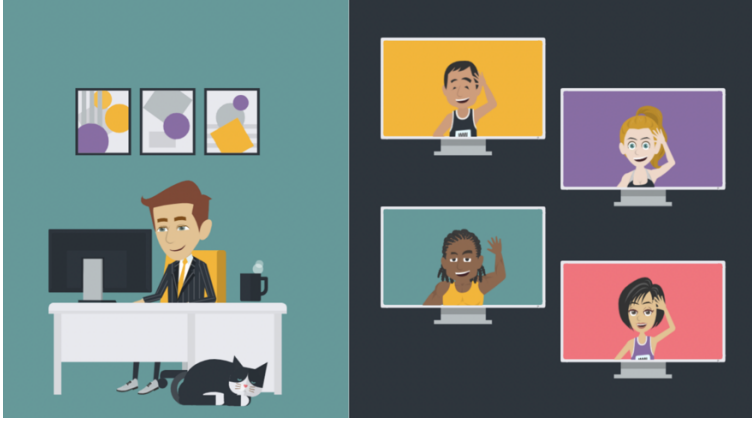
**Music/Sound Effect:**


FX-Cheering

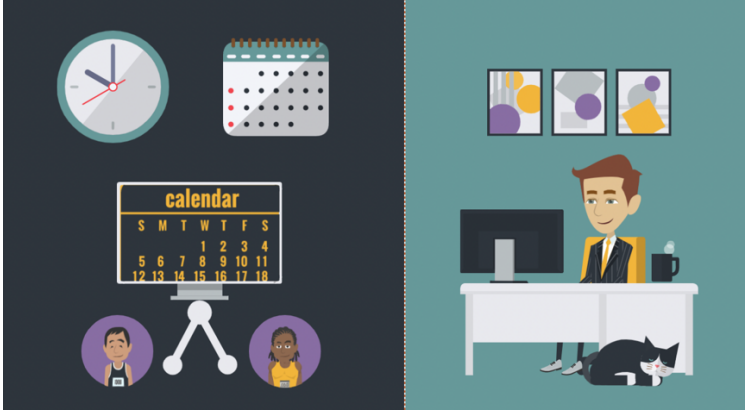
**Notes:****Characters:**


Professional John –  
Action: Excited (video)  
Expression: According to action  
Runners –  
Action(s): Excited – Cheering;  
Excited (videos)  
Expressions: According to action

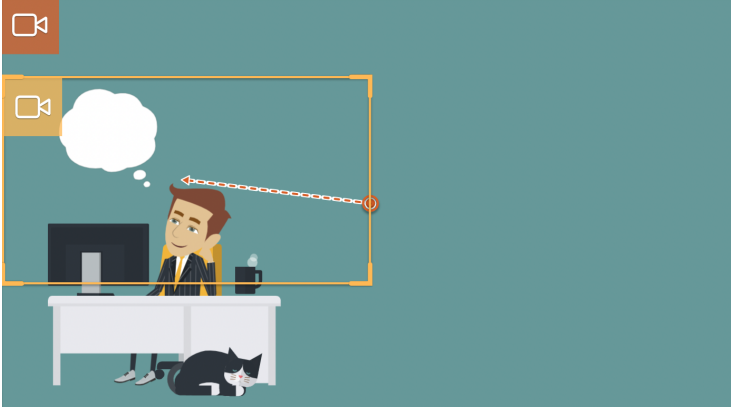
<b>Scene #: 8</b>	
	<b>Script/Dialogue:</b> One of the most important strategies is to establish regular, frequent check-ins with your team and individuals within a set tool or channel.
	<b>Music/Sound Effect:</b> None
<b>Notes:</b> John working at desk, title “Regular & Frequent Check-Ins” moves in from right when it is said in VO.	<b>Characters:</b> <u>Professional John</u> - Action: Typing (video) Expression: According to action


<b>Scene #: 9</b>	
	<b>Script/Dialogue:</b> These weekly or biweekly meetings serve not only to keep you updated on employees' work, but they also provide time to build strong working relationships.
	<b>Music/Sound Effect:</b> FX-Pop-01 when a monitor appears. (x4)
<b>Notes:</b> Computer screens appear one at a time.	<b>Characters:</b> <u>Professional John</u> – Action: Typing (video) Expression: According to action <u>Runners</u> - Action: Greeting (video) Expression: According to action


<b>Scene #: 10</b>	
	<p><b>Script/Dialogue:</b>          Another communication necessity is to be consistent. Effective leaders should always be consistent with meetings as it provides a sense of security and stability.</p> <p><b>Music/Sound Effect:</b>          None</p>
<p><b>Notes:</b>          John puts hand on chin. Title moves in from left when it is said in VO.</p>	<p><b>Characters:</b>  <u>Professional John</u> –          Action: Sitting – hand on chin (video)          Expression: According to action</p>


<b>Scene #: 11</b>	
	<p><b>Script/Dialogue:</b>          Team and individual meetings should occur at the same time and "place," just like they should in the physical office. If scheduling conflicts should arise, share your schedule and make time to confer with everyone.</p> <p><b>Music/Sound Effect:</b>          FX-Ding when clock appears.</p>
<p><b>Notes:</b>          John nodding. Clock appears when "time" is said. Calendar appears when "place" is said. Computer with calendar and sharing symbol appear during second sentence of VO.</p>	<p><b>Characters:</b>  <u>Professional John</u> –          Action: Nodding (sitting/video)          Expression: According to action  <u>Runners</u> –          Action: Standing (still)          Expression: According to action</p>


<b>Scene #: 12</b>	
	<p><b>Script/Dialogue:</b> You also need to set up ways for team members to not only connect with you, but with each other.</p> <p><b>Music/Sound Effect:</b> None</p>
<p><b>Notes:</b> Title moves in from right when it is said in VO.</p>	<p><b>Characters:</b> <u>Professional John</u> – Action: Smartphone – Picking Up (sitting/video) Expression: According to action</p>


<b>Scene #: 13</b>	
	<p><b>Script/Dialogue:</b> Consider this from your perspective: do you communicate regularly with your fellow managers? Why is this important for you?</p> <p><b>Music/Sound Effect:</b> None</p>
<p><b>Notes:</b> Camera zooms in on John. He is thinking (thought bubble)</p>	<p><b>Characters:</b> <u>Professional John</u> – Action: Daydream (sitting/video) Expression: According to action</p>


<b>Scene #: 14</b>	
	<b>Script/Dialogue:</b> Peer communication and feedback is sometimes more well-received and insightful than leadership critiques. In addition, peers may be able to answer questions before they come directly to you.
	<b>Music/Sound Effect:</b> FX-Pop-01 when a character exits. (x3)
<b>Notes:</b> John disappears. Image of the team talking without John present. All but one team member exit suddenly (pop) at end of scene.	<b>Characters: (L to R)</b> <u>Runner 1 –</u> Action: Looking up and listen <u>Runner 2 –</u> Action: Hand on hip – Talking <u>Runner 3 –</u> Action: Nodding <u>Runner 4 –</u> Action: Laughing  Expressions – All According to actions. (All videos)


<b>Scene #: 15</b>	
	<b>Script/Dialogue:</b> Finally, no one wants to feel alone when they are doing a job; having a support system that understands your position is necessary.
	<b>Music/Sound Effect:</b> Ambience - Ocean
<b>Notes:</b> Team member isolated on island, sad.	<b>Characters:</b> <u>Runner 2 –</u> Action: Depressed Expression: According to action


<p><b>Scene #: 16</b></p>  <p>Identify &amp; Address <b>Communication Breakdowns</b></p>	<p><b>Script/Dialogue:</b> If communication breakdowns do occur, identify and address them as soon as possible. If your team is not communicating with you or each other, you are missing a vital component of your workforce.</p> <p><b>Music/Sound Effect:</b> None</p>
<p><b>Notes:</b> Title slides in from left. John panicking.</p>	<p><b>Characters:</b> <u>Professional John</u> – Action: Reading – panic (video) Expression: According to action</p>

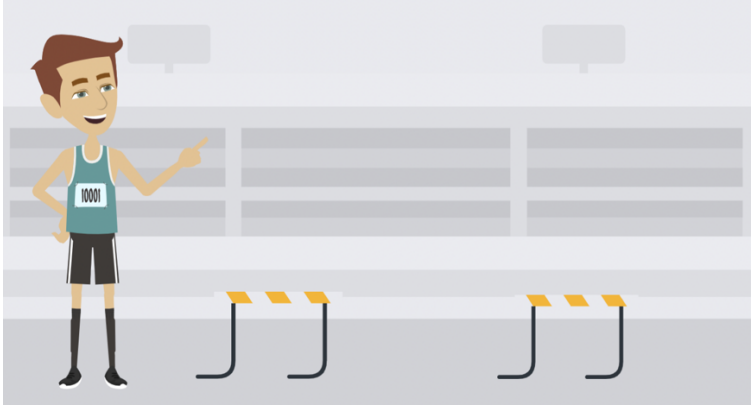
<p><b>Scene #: 17</b></p> 	<p><b>Script/Dialogue:</b> Ask your team for feedback and make adjustments to suit everyone's needs in the best way possible.</p> <p><b>Music/Sound Effect:</b> None</p>
<p><b>Notes:</b> John presenting at whiteboard, teammates listening.</p>	<p><b>Characters:</b> <u>Professional John</u> – Action: whiteboard - presenting Expression: According to action <u>Runners</u> – Action: Sitting (still) Action: Sitting – Crossed arms (still) Action: Sitting (still) Expressions: According to action</p>

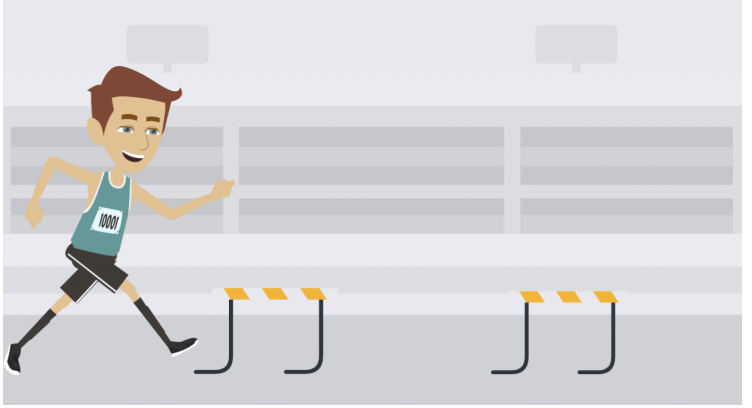
<b>Scene #: 18</b>	
	<b>Script/Dialogue:</b> Finally, LISTEN. The most fundamental aspect of communication is to be an engaged listener and empathize with others.
	<b>Music/Sound Effect:</b> None
<b>Notes:</b> Title slides in from right. John sitting at desk, facing camera, listening & nodding.	<b>Characters:</b> <u>Professional John –</u> Action: Listening (sitting/video) Expression: According to action

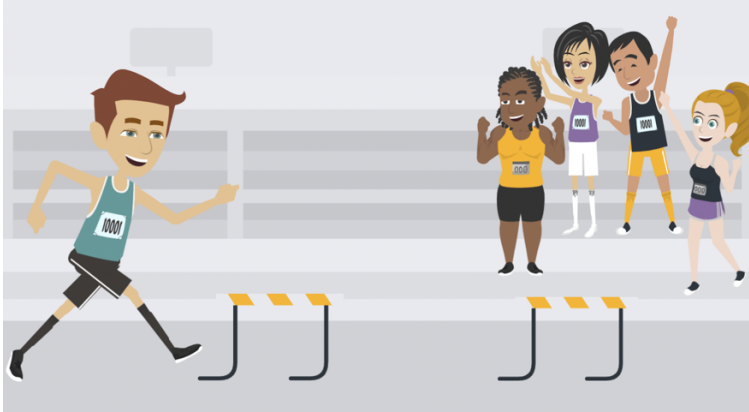
<b>Scene #: 19</b>	
	<b>Script/Dialogue:</b> While you do need to lead your team and offer guidance, you should not just lecture over the screen.
	<b>Music/Sound Effect:</b> FX-Snap-02 when prohibition sign appears.
<b>Notes:</b> Computer monitor (with John presenting) slides from right. John (at desk) looks at it, confused. Prohibition sign appears on top of it.	<b>Characters:</b> <u>Professional John –</u> Action: Listening (sitting/video) Expression: Confused <u>John on Monitor –</u> Action: Presenting Expression: According to action

<b>Scene #: 20</b>	
	<p><b>Script/Dialogue:</b> How your employees' feel directly relates to their engagement and productivity. You do not always need to have a reply or a solution available, but let them know you hear them and remember what they say.</p> <p><b>Music/Sound Effect:</b> FX-Pop-01 when characters appear (x4)</p>
<p><b>Notes:</b> Runners appear in bubbles around John with different expressions; John looks around at them.</p>	<p><b>Characters:</b>  <u>Professional John-</u>            Action: Looking Around (sitting/video)            Expression: According to action  <u>Runners –</u>            Actions: All Standing (still)            Expressions: Confused, Cry, Angry, Happy</p>

<b>Scene #: 21</b>	
	<p><b>Script/Dialogue:</b> Let's end with this quote by George Bernard Shaw: "The single biggest problem in communication is the illusion that it has taken place." Do not be fooled by an illusion.</p> <p><b>Music/Sound Effect:</b> FX-Typing-Computer Key</p>
<p><b>Notes:</b> Text of quote types in as it is said.</p>	<p><b>Characters:</b> N/A</p>

<b>Scene #: 22</b>	
	<p><b>Script/Dialogue:</b> Take the time to reflect on your remote communication skills and implement the strategies seen here. You and John will jump over this hurdle with ease!</p>
<p><b>Notes:</b> John looks “inspired”</p>	<p><b>Music/Sound Effect:</b> None</p> <p><b>Characters:</b> <u>Track John –</u> Action: Inspiration (video) Expression: Happy</p>

<b>Scene #: 23</b>	
	<p><b>Script/Dialogue:</b></p> <p><b>Music/Sound Effect:</b> Silver and Gold</p>
<p><b>Notes:</b> John jumps over hurdle.</p>	<p><b>Characters:</b> <u>Track John –</u> Action: Jumping over (video) Expression: Happy</p>

<b>Scene #: 24</b>	
	<b>Script/Dialogue:</b>
	<b>Music/Sound Effect:</b> Silver and Gold/FX-Cheering
<b>Notes:</b>	<b>Characters:</b> <u>Track John –</u> Action: Jumping over (video – continuation) Expression: Happy <u>Runners –</u> Actions: Excited, Applauding, Excited, Excited – Cheering. (videos) Expressions: According to action Direction: all facing left, to John.