e-GREEN

هـيـئـة الـبيـئـة - أبـوظـبـي
Environment Agency – ABU DHABI

e-GREEN

Assets Production Guidelines

www.ead.gov.ae

e-GREEN
is a free tool opened to
UAE national and international organisations
to share their content.

1. e-GREEN is a strictly non-branded platform;

No logos, watermarks or other signs or icons can appear on the videos that can be linked to any company or organisation. However, logos are allowed in the Partner section of e-GREEN or in the banner of the main course page your organisation has uploaded.

2. e-GREEN is a video e-learning platform;

Content can only be uploaded as video format as mp4 files. EAD will take care of uploading the files to e-GREEN. Each course has a transcript that is time-coded with the video. The production of the transcript and its sync with the video will be taken care of by EAD.

3. The structure of the material needs to be organised as follows:

Subject:
This is the general area/topic

Course:
The content

Modules:
Each course needs to be structured in modules

LOADING...

4. Each course needs to be a minimum length of 30 minutes.

5. Each course needs to have a minimum of 3 modules.

6. In order to be able to upload your content you need first to submit to EAD the following information:

Presentation
of the course you intend to produce or upload (outline)

Script:
The text of the course

Presenter:
Name, profile, current position and an image

Reason:
Why do you think your course would be a good fit for e-GREEN

7. Each course needs to be produced as:

Video format

filmed in a studio, or in a professional environment, with professional audio and light equipment. A test video of 30 seconds needs to be shared with EAD for approval of image and sound quality before producing the content

Transcript:

each video needs to be linked to the script

Material:

any PDF or other material you wish to add to the material section of your course

To have your course on e-GREEN

you have two option

A. Produce the content yourself respecting the guidelines.

B. Request EAD to produce the content for you – this will be at a fixed cost per minute of the course based on the location of the filming.
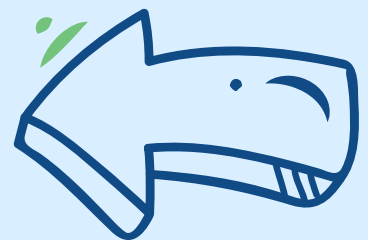
If you wish EAD to produce your content

please book a conference call with EAD to discuss all logistical and financial details

If you have a course ready and you think it fits within the guidelines,

please submit it to EAD together with the information mentioned in point 6 for EAD to review.

If your course is approved, you will be informed of the next steps.

e-GREEN has a dynamic content management system and a reporting system accessible to EAD.

However, if your organisation wishes to have CMS access to review the results of your courses, EAD can develop a tailor-made access for your organisation.

This is an extra service with a financial cost involved.

e-GREEN has an interactive quiz/test feature that can be activated for each module/course.
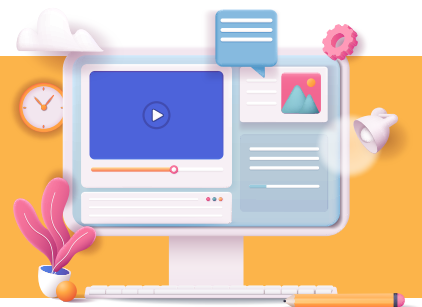
The questions need to be submitted to EAD for prior approval.

Once approved,
EAD will take care of uploading the quiz/tests.

EAD reserves itself the right to remove or request changes to the content uploaded to e-GREEN at any time.

Contact

To contact EAD to start the process, or to request a quotation to produce your content,

please write to
e-green@ead.gov.ae

or call
+971 56 412 1673

Preserving our Heritage • Protecting our Future