



*where new hope is born*

# **Bethlehem**

**BAPTIST CHURCH**

# hello,

**Thank you so much for coming to share at  
Bethlehem Baptist Church.**

We are blessed and privileged to have you join us, and we want to do everything we can to make this the best possible experience for yourself, the congregation and the rest of the team.

You'll find an overview of what is available to you to support you visually and a list of things the team needs from you to make it all happen.

Know that we are praying for you, you're time of preparation, and for the day that you share with us.

# what we need to create your visuals



## 1. A Message Title

## 2. An outline created in Microsoft Word of each slide you require, numbered and in order. *We would appreciate it if you keep your slides limited to a maximum of 30.*

- On this outline all scripture references, points, text etc, that you would like to appear on screen
- If you would like diagrams, an illustration or detailed description is needed to create it from
- If you would like images you can either send pictures to us as **JPGS, PNG, GIF, TIFF** with resolution **no less than 1280 X 720 pixels** or send an idea/description of the type of image you would like.
- If any images are copyrighted or watermarked they will not be used. We will do our best to match them with a different image.

### Here are two suggested sites to search for images we can use.

*Rather than downloading the image send us the URL (web link).*

- **depositphotos.com**
- **unsplash.com**

## 3. Any video content you would like to show: needs to be supplied as a **.AVI, .MOV or .M4 format at least 1280 X 720.**

\* It is best that you do not create your own slides as we have a very specific setup and screen dimensions to display the content.

- If you would prefer to create your own slides and send them to us, **please design your slides with a resolution of 1920 X 1080 pixels**. Our designers will redesign them to work with our system. This may result in slides looking different and **some functionality may be lost - animations, text effects, etc.**

***If we are able to complete all files by the Thursday before, we will email you a final PDF of the slides.***

**To guarantee your slides are ready in time,  
we recommend all content is sent through  
to our team a week in advance.  
*Final deadline is Thursday evening, the week of.***