MODULE B205:
BASIC VIDEO PRODUCTION AND EDITING

REPUBLIC OF KENYA

ICT Authority

Topic 1. PERFORM BASIC VIDEO PRODUCTION AND EDITING

1.1. Introduction to Video Production and Editing

Video production the process of creating a video by capturing and recording visual and audio.

Stages of creating a video project:

- **Pre-production.**
- **Production.**
- **Post-production**.

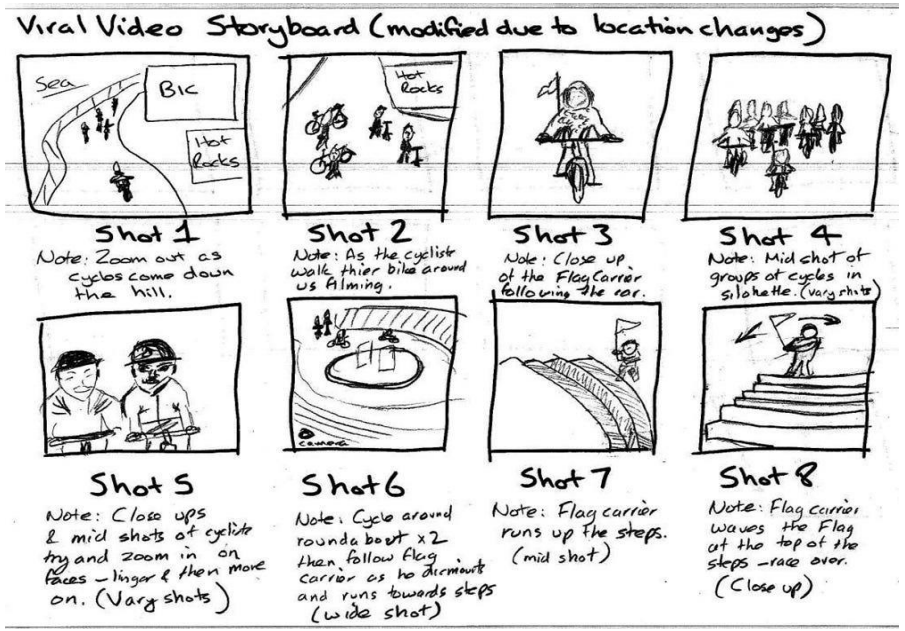
1.2. Storyboarding: Creating a visual outline of your video's scenes and shots

1.3 Introduction to Storyboarding

Storyboarding is a visual planning tool used in the film, video production, animation, and graphic design industries.

1.4 Significance of storyboarding in planning and visualizing scenes

1. Visualizing Complex Action Sequences:
2. Setting the Tone and Atmosphere:
3. Visualizing Emotional Beats:
4. Enhancing Efficiency and Budget Management:
5. Consistency in a Series or Franchise:
6. Efficient Collaborative Communication:
7. Visual Effects Integration:



1.5 How to Create a Storyboard

Here's a step-by-step guide on how to storyboard:

Step 1: Understand Your Project
Step 2: Gather Your Materials
Step 3: Divide Your Page
Step 4: Thumbnail Sketches
Step 5: Add Notes
Step 6: Sequence and Flow
Step 7: Consider Visual Style
Step 8: Review and Revise
Step 9: Share and Collaborate
Step 10: Finalize

Learning Activity: Storyboarding Workshop

To teach participants how to create a storyboard for a visual project, such as a short film, using a step-by-step process.

1.6 Scriptwriting: Developing a script or outline to guide your video's content and dialogue.

1.7 Introduction to scriptwriting

Scriptwriting, also known as screenwriting, is the process of creating scripts for various media, including films, television shows, documentaries, commercials, and visual productions, guiding actors, directors, and crews.

A script typically includes:

i. **Dialogue**.
ii. **Action and Description.**
iii. **Scene Headings (Sluglines)**
iv. **Transitions**
v. **Character Names.**
vi. **Parentheticals.**

1.8 Importance of Scriptwriting

Scriptwriting is a crucial aspect of visual storytelling, encompassing film, television, theater, and other screen-based media, with its significance rooted in several key aspects.

a) Blueprint for the Story
b) Guidance for Production
c) Character Development
d) Visual Storytelling
e) Effective Collaboration
f) Budgeting and Resource Management
g) Pacing and Timing
h) Legal and Copyright Protection
i) Audience Engagement
j) Adaptability
k) Marketability
l) Literary and Artistic Value

Part 2: Outlining your script

i. On index cards, brainstorm plot ideas.
ii. Arrange the events in your script in the order you want them.
iii. Consider the significance of each scene you want to include.
iv. As your act breaks, use high and low points

Part 3: Formatting the script

i. Make a cover page for your script.
ii. Throughout your script, use size 12 Courier font.
iii. Insert scene headings whenever you change locations.
iv. To describe settings and character actions, use action blocks.
v. When a character speaks, centre their names and dialogue

1.9 How to develop a script

Part 1: Creating a story world

i. Consider a theme or conflict that you want to explore in your story.

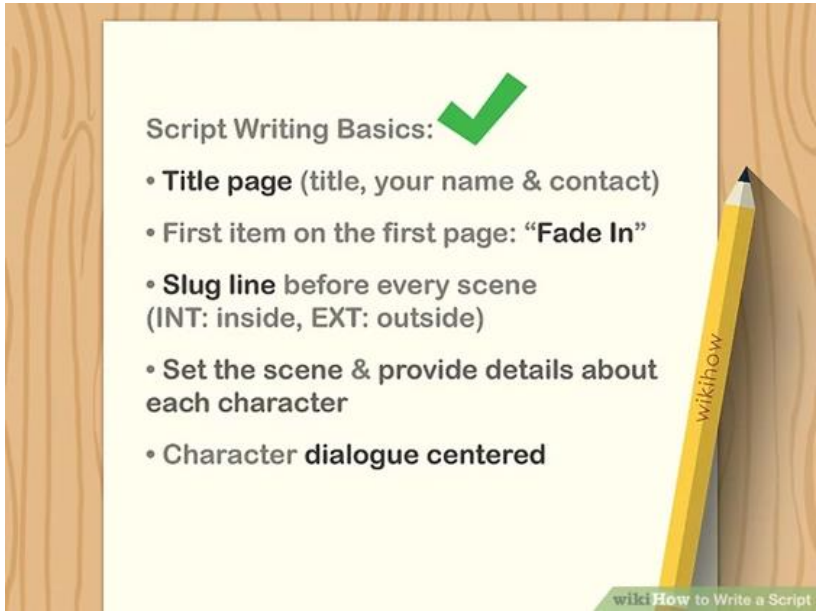
ii. Determine the genre of your story.

iii. Select a location for your script to take place.

iv. Make a compelling protagonist

v. Create a villain to oppose your protagonist.

vi. Write a 1-2 sentence logline to summarise your script's plot.



Part 4: Writing your first draft

i. Set a deadline so you have a target to work towards.
ii. Make a goal of writing at least 1-2 pages per day.
iii. Test your dialogue by saying it aloud to see if it sounds natural.
iv. Continue writing until you have 90-120 pages.

Part 5: Revising the script

i. When you finish your script, take a 1-2 week break from it.
ii. Reread your script and make notes on anything that doesn't make sense.
iii. Give your script to someone you trust so they can review it.
iv. Continue rewriting the script until you're satisfied with it.

Learning Activity: Scriptwriting Workshop

To introduce participants to the fundamentals of scriptwriting and guide them in creating a short script for a film or a scene for a play.

1.10: Location Scouting: Finding suitable filming locations and assessing their lighting and sound conditions

1.11: Introduction to Location Scouting

Location scouting is the pre-production process of identifying, assessing, and selecting physical locations for filmmaking, photography, or visual media projects, ensuring they align with creative and logistical requirements.

The primary goals of location scouting include:

i. **Visual Compatibility**

ii. **Practicality**

iii. **Logistics**

iv. **Permits and Regulations**

v. **Cost**

1.12: Role of Location scouting in video production

The role of location scouting in video production is crucial for finding suitable settings that align with the creative and logistical requirements of a project.

Significance:

i. **Understanding the Creative Vision**
ii. **Scouting Tools and Resources**
iii. **Location Scouting Process.**
iv. **Creative Considerations.**
v. **Logistical Considerations**
vi. **Location Assessment Criteria**
vii. **Permits and Legal Considerations.**
viii. **Budgeting and Cost Management.**
ix. **Site Visits and Documentation.**
x. **Collaboration and Communication.**
xi. **Adaptability and Creative Problem-Solving.**
xii. **Post-Scouting Documentation and Reporting.**

1.13 Scouting tools and resources

Here are some of the primary scouting tools and resources used in the industry:

i. Digital Mapping and GPS Tools.
ii. Location Databases and Online Resources.
iii. Location Scouting Software.
iv. Digital Imaging and Photography Equipment.
v. Maps and Atlases
vi. Location Agencies and Location Scouts.
vii. Social Media and Community Forums.
viii. Local Guides and Contacts.
ix. Location Reference Books and Magazines.
x. Production and Filmmaking Networks.
xi. Government and Tourism Resources.
xii. Photography and Filmmaking Apps.
xiii. Virtual Reality (VR) and Augmented Reality (AR):
xiv. Historical and Archival Resources

1.14: Location scouting process

Step 1: Project Brief and Script Analysis
Step 2: Pre-Scouting Research
Step 3: On-Site Location Visit
Step 4: Documentation and Reporting
Step 5: Cost Estimations
Step 6: Permits and Legal Considerations
Step 7: Communication with Production Team
Step 8: Final Location Selection
Step 9: Location Prep and Finalization
Step 10: Post-Scouting Documentation

Learning Activity: "Location Scouting Process Simulation"

To engage learners in a hands-on, interactive simulation of the location scouting process, providing them with a practical understanding of each step involved.

Summary

Successful video pre-production relies on a combination of creative thinking and practical planning. It's about translating ideas into actionable plans that can be executed during video production. These pre-production processes serve as the roadmap for the entire video-making journey, providing clarity and direction.

As you move forward in your video production journey, remember that mastering these basic pre-production skills is the foundation upon which you can build more advanced video projects. Whether you're a filmmaker, content creator, or videographer, the ability to storyboard, script, and scout locations effectively will significantly contribute to the success of your video endeavors. These skills set the stage for captivating, well-organized videos that engage and resonate with your audience.

Topic 2. PERFORM BASIC VIDEO PRODUCTION

2.1: Introduction to Filming Techniques

Welcome to the world of Filming Techniques! Here, we delve into the art and science of properly operating a camera, where every click captures a compelling story.

2.2: Camera Operation.

I. Camera Body and Lens.

Camera body components:

a) Camera Body
b) Viewfinder or LCD Screen
c) Shutter Button
d) Mode Dial
e) Battery Compartment
f) Memory Card Slot

Lens Components

i. **Lens Barrel**: The cylindrical part of the lens that attaches to the camera body.
ii. **Focus Ring**: Used to manually adjust the focus of the lens.
iii. **Zoom Ring**: If your lens has zoom capabilities, this ring controls the zoom.
iv. **Aperture Ring**: Some lenses have an aperture ring for manual aperture control.
v. **Lens Mount:** This is where the lens attaches to the camera.

II. Understanding Buttons and Dials.

Common Buttons and Dials:

a) Shutter Speed Dial.
b) Aperture Ring (if available.
c) ISO Button.
d) Exposure Compensation Button.
e) Menu Button.
f) Playback Button.
g) Function Buttons.
h) D-Pad/Joystick.

III. Handling Camera Safely

Camera Handling Best Practices:

a) Hold the Camera Securely
b) Use a Neck Strap or Camera Bag.
c) Clean the Lens.
d) Protect Against Extreme Conditions.
e) Power Off When Not in Use.
f) Use Lens Caps.

2.3: Camera Modes

I. Auto Mode.

Auto mode is the simplest way to start using your camera.

Pros: Ideal for beginners, quick snapshots, and minimal user input.

Cons: Limited control, often results in "average" photos, not suitable for special effects.

II. Manual Mode.

Manual mode gives you complete control over exposure settings, such as aperture, shutter speed, and ISO.

Pros: Full creative control, great for low light, long exposures, and unique effects.

Cons: Steeper learning curve, requires a good understanding of settings.

III. Program, Aperture Priority, and Shutter Priority Modes

Program Mode (P)

- Program mode is semi-automatic and balances shutter speed and aperture for you.

Aperture Priority Mode (A or Av)

- Aperture Priority mode lets you control the lens aperture, which determines depth of field.

Shutter Priority Mode (S or Tv)

- Shutter Priority mode puts you in control of the shutter speed, affecting motion capture.

IV. Scene Modes.

When to Use Scene Modes

Portrait: For beautifully blurred backgrounds and flattering skin tones.

Landscape: To maximize depth of field and vibrant colors.

Sports: For capturing fast action with a high shutter speed.

Night: To handle low light conditions with slower shutter speeds.

2.4: Camera Settings

Here we will dive into essential camera settings that significantly impact the quality and character of your photographs.

I. ISO Settings and Sensitivity.

ISO settings in videography are crucial for controlling the sensitivity of your camera's image sensor to light.

a. ISO Basics
b. Sensitivity and Exposure
c. Image Noise
d. Balancing ISO
e. Auto ISO
f. Noise Reduction
g. Post-Processing
h. Creative Use of ISO

II. Image Format (JPEG vs. RAW).

Choosing Between JPEG and RAW

Use JPEG (Joint Photographic Experts Group) when:

a. You want the convenience of ready-to-use images for quick sharing or printing.
b. You have limited storage space.
c. You don't want to spend much time on post-processing.

Use RAW when:

a. You want maximum image quality and flexibility in post-processing.
b. You need to correct exposure, white balance, or other settings in post-production.
c. You are shooting in challenging lighting conditions or situations where precision is crucial.

III. White Balance Settings

White balance is the process of adjusting the colors in your video to accurately represent how they appear under different lighting conditions.

The white balance settings for a camera can be **daylight, cloudy/shade**, **tungsten (incandescent**), **or fluorescent**.

Kelvin Temperature:

a. Lower Kelvin values (e.g., 3200K) produce warmer, orange tones.
b. Higher Kelvin values (e.g., 5600K) create cooler, bluer tones.

Activity Title: "Camera Exploration and Mode Challenge"

This activity is designed to engage learners in hands-on exploration and understanding of camera components, functions, modes, and settings. Learners will work in small groups and apply their knowledge to various scenarios, reinforcing the concepts covered in the module

2.5: Focusing Techniques

In this topic, we will explore various aspects of focusing, including autofocus vs. manual focus, focus points and tracking, and depth of field.

I. Autofocus vs. Manual Focus

Autofocus, a widely used feature in modern cameras.

Pros of Autofocus:

i. **Speed and Convenience**
ii. **Suitable for Beginners**
iii. **Ideal for Fast-Moving Subjects**
iv. **Consistent Accuracy**

Cons of Autofocus:

i. **Struggles in Low Light Conditions**
ii. **Potential for Misfocus**
iii. **Limited Creative Control**
iv. **Dependency on Equipment**
v. **Noise and Distraction**
vi. **Battery Consumption**

II. Precise Control with Manual Focus.

Key points to consider when discussing the precise control of manual focus for videography:

i. **Focus Pulling**
ii. **Critical Focusing**
iii. **Managing Depth of Field**
iv. **Maintaining Consistency**
v. **Precision for Challenging Conditions**
vi. **Cinematic Control**
vii. **Creative Effects**
viii. **Lens Choice**
ix. **Monitoring Tools**

III. Using Hybrid Focus Systems.

Hybrid focus systems combine autofocus's speed with manual focus, enabling photographers to quickly lock onto subjects and fine-tune them.

2.6: Focus Points and Tracking

Focus points are specific areas within the frame where the camera's lens can adjust the focus to achieve sharpness and clarity.

Selecting Focus Points

i. **Assess the Scene.**
ii. **Use Manual or Autofocus**
iii. **Single Point Selection**
iv. **Multiple Points for Complex Scenes**
v. **Utilize the Rule of Thirds**
vi. **Consider Depth of Field**
vii. **Monitor Continuously Moving Subjects.**
viii. **. Test and Adjust**
ix. **Account for Lighting Conditions**

2.7: Aperture and Depth of Field

Aperture refers to the adjustable opening within the camera lens that controls the amount of light entering the camera.

Depth of field refers to the range of distances within a scene that appears acceptably sharp in an image or video.

Factors Influencing Depth of Field

I. Aperture:
II. Focal Length
III. Distance to Subject
IV. Sensor/Film Size
V. Subject Size

Activity: Focusing Techniques.

This activity is to allow learners to gain practical experience and a deeper understanding of the focusing techniques. Through hands-on exercises, they will explore the pros and cons of autofocus, the precise control of manual focus, and the use of hybrid focus systems, as well as delve into focus points, tracking subjects, and depth of field

2.8 Exposure Settings

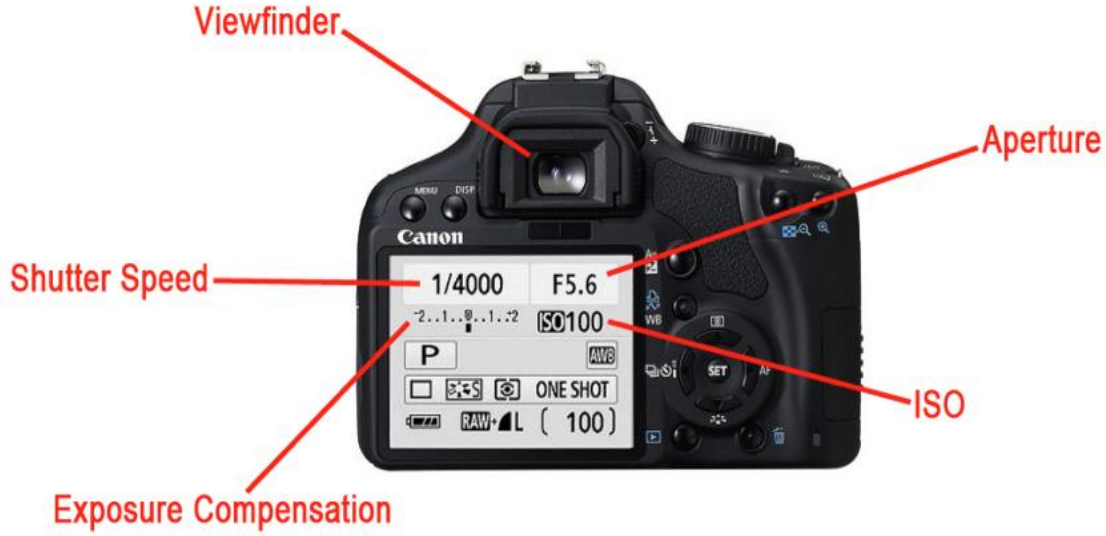
I. Shutter Speed.

You can adjust shutter speed to create various crea

a) Panning
b) Long Exposure
c) Freezing Action

II. Aperture

a) Aperture and Depth of Field
b) Controlling Exposure with Aperture
c) Lens Selection and Maximum Aperture



2.9 ISO and Sensitivity.

I. ISO and Image Noise.
II. Balancing ISO for Proper Exposure.
III. Using Neutral Density (ND) Filters for Bright Conditions.

Activity Title: "Exposure Mastery Challenge"

This activity is designed to reinforce the concepts discussed: Exposure Settings, focusing on shutter speed, aperture, and ISO. Participants will practice these settings in a real-world context to gain hands-on experience. The activity is divided into three parts, each corresponding to one of the primary topics in the module

2.10 White Balance and Color Correction

I. White Balance Settings
II. Understanding Color Temperature
III. Adjusting White Balance Presets
IV. Custom White Balance

2.11 Color Correction in Post-Production

I. Identifying Color Issues in Footage
II. Using Color Grading Tools
III. Achieving Desired Color Effects

2.12: Recording audio- setting up microphones and recording high quality audio on location

2.13: Understanding Microphone Types and Their Uses

I. Different Types of Microphones

a) Shotgun Microphones:
b) Lavalier Microphones
c) Condenser Microphones
d) Dynamic Microphones

2.14 Understanding Polar Patterns and Their Significance

a) Cardioid Polar Pattern
b) Omnidirectional Polar Pattern
c) Bi-Directional (Figure-8) Polar Pattern

2.15: Matching Microphones with Specific Recording Situations.

a) Environment and Acoustics
b) Source Type
c) Sound Pressure Levels
d) Application Requirements

Activity: Microphone Types and Their Uses Workshop

To help learners understand the different types of microphones, their various applications, and the importance of polar patterns in selecting the right microphone for specific recording situations.

2.16: Microphone Placement Techniques for Different Types of Microphones

I. Shotgun Microphone Placement
II. Lavalier Microphone Placement
III. Boom Microphone Techniques

2.17: Adjusting Microphone Angles for Different Shooting Scenarios

a) High-Angle Shooting
b) Shotgun Overhead
c) Over-the-Shoulder Shots

Activity Title: "Microphone Mastery Challenge"

To provide hands-on experience and practical knowledge about microphone placement techniques, focusing on shotgun, lavalier, and boom microphones.

2.18: Setting Up Audio Recording Equipment

I. Configuring Audio Recording Settings

a) Selecting the Right Microphone
b) Adjusting Microphone Placement
c) Setting Recording Bit Depth and Sample Rate
d) Selecting the Recording Format

II. Checking Levels and Monitoring Audio Inputs

a) Setting Input Gain
b) Monitoring with Headphones

2.19: Troubleshooting Common Recording Device Issues

I. Using External Audio Recorders
II. Connecting External Recorders to Cameras
III. Synchronizing Audio with Video Footage
IV. Adjusting Recording Formats for Different Projects

2.20: Addressing Environmental Factors in Audio Production

i. Managing Background Noise
ii. Identifying and Minimizing Unwanted Background Noise
iii. Using Noise Reduction Techniques During Recording
iv. Implementing Soundproofing Solutions for Optimal Audio Quality
v. Handling Wind and Weather
vi. Using Windshields and Dead Cats for Outdoor Recordings
vii. Protecting Microphones from Adverse Weather Conditions
viii. Adapting Audio Setups for Different Outdoor Environments

Learning Activity: Exploring Adobe Premiere Pro's Interface Components

This learning activity aims to provide learners with hands-on experience in navigating the key components of Adobe Premiere Pro's interface. By the end of this activity, participants should be able to identify and understand the main components and tools used for video editing in Adobe Premiere Pro.

2.21: Practical Exercises and Projects - Microphone Setup Practice and Real-World Audio Recording Scenarios

Microphone Setup Practice

I. Hands-on Microphone Placement Exercises

a) Simulated Location Recording Scenarios

b) Evaluating Audio Quality and Adjusting Setups Accordingly

II. Real-World Audio Recording Scenarios

a) Indoor Dialogue Recording Practice

b) Outdoor Ambient Sound Capture Exercises

c) Recording Audio for Dynamic On-Location Scenes

Summary

Basic video production is the bridge that connects the planning and post-production phases of video creation. Properly filmed footage with high-quality audio is the raw material from which the final video is crafted. These skills are essential for any aspiring filmmaker, videographer, or content creator, as they form the basis for producing compelling videos.

As you continue your video production journey, remember that mastering these foundational skills will serve as a strong foundation for your creative work. Whether you are producing documentaries, short films, vlogs, or any other type of video content, proficiency in filming techniques and audio recording will enable you to capture moments with precision and clarity, resulting in videos that captivate and engage your audience.

TOPIC 3. VIDEO EDITING SOFTWARE

3.1 Introduction to Video Editing Software

3.2 Adobe premiere pro

The main parts and components of Adobe Premiere Pro:

I. Project Panel
II. Source Monitor
III. Program Monitor
IV. Timeline Panel

Learning Activity: Exploring Adobe Premiere Pro's Interface Components

This learning activity aims to provide learners with hands-on experience in navigating the key components of Adobe Premiere Pro's interface. By the end of this activity, participants should be able to identify and understand the main components and tools used for video editing in Adobe Premiere Pro.

3.3 Introduction to Importing Footage

In this topic we will learn how to import videos by going through the whole process step by step.

3.4 How to Import footages

Step 1: Launch Adobe Premiere Pro
Step 2: Create a New Project
Step 3: Access the Media Browser
Step 4: Navigate to Your Media
Step 5: Select Clips for Import
Step 6: Import and Organize
Step 7: View and Sort Clips
Step 8: Drag Clips to the Timeline
Step 9: Adjust Sequence Settings
Step 10: Save Your Project

Learning Activity: Importing and Managing Footage

To teach learners how to import and effectively manage video footage in a video editing software environment

3.5: Introduction to Video Editing Techniques

Video editing techniques refer to the methods and strategies used in the post-production phase of video production to manipulate and enhance video footage.

3.6 Significance of Video editing techniques

i. Narrative Structure
ii. Pacing and Timing
iii. Visual Appeal
iv. Storytelling
v. Smooth Transitions
vi. Impact and Emotion
vii. Engagement
viii. Visual Effects and Special Features

3.7 Introduction to Cutting

This technique can be used to achieve a variety of goals, including maintaining a smooth narrative flow, emphasizing a specific action or event, or simply connecting different scenes.

3.8 Purpose of Cutting in Video Production

Here are some of the primary purposes of cutting, along with examples:

1) **Continuity**
2) **Emphasis**
3) **Pacing and Rhythm**
4) **Juxtaposition**
5) **Narrative Progression**
6) **Tension and Suspense**
7) **Visual Storytelling**
8) **Genre Expectations**
9) **Mood and Atmosphere**
10) **Visual Interest**
11) **Character Development**
12) **Impactful Storytelling**

3.9 Types of Cuts in video production

Here's a comprehensive description of the most common types of cuts in video production:

1. Straight Cut
2. Jump Cut
3. Cutaway
4. Cross-Cut (Parallel Editing):
5. Match Cut
6. L-Cut and J-Cut (Audio Cuts)

Learning Activity: Straight Cut in Video Production

To understand the concept of a straight cut and its application in video editing.

3.10 How to Straight Cut

Step 1: Open Adobe Premier pro

Step 2: Click file and click import to import your footages

Step 3: Check if the footages you have selected have been imported

Step 4: Drag and Drop your footages to the sequences tab

3.11 Introduction to Trimming

Editors use trimming techniques to achieve several goals:

1. **Timing and Pacing**
2. **Eliminating Unnecessary Footage**:
3. **Refining Dialogue and Performances**
4. **Creating Smooth Transitions**
5. **Adjusting Shot Lengths**
6. **Correcting Mistakes**

Learning Activity: Mastering Trimming in Video Production

To familiarize learners with the concept of trimming in video production, including its various techniques and when to apply them.

3.12 How to Trim

Step 1:Open premier pro

Step 2: Click file and Click import

Step 3: Check if the footages you have selected have been imported

Step 4: Drag and Drop your footage to the sequence tab

Step 5: Use the razor tool to cut the footages you have on the sequence tab

Step 6: Cut the unwanted scene and remain with the wanted part

Step 7: On each of the empty space after trimming out the unwanted, right click and click ripple delete to bring the videos together

3.13 Introduction to Arranging

Here are some key points to understand about arranging in video editing:

1. Sequence Organization
2. Storytelling
3. Visual Composition
4. Audio Integration
5. Transitions
6. Pacing
7. Emotional Impact

3.14 Role of Arranging in Video Production

1. Narrative Structure
2. Storytelling
3. Visual Composition
4. Emotional Impact
5. Audio Integration
6. Transition

3.15 Types of arranging techniques

1. Chronological Sequencing
2. Thematic Sequencing
3. Parallel Sequencing
4. Vertical Sequencing
5. Random Sequencing
6. Reverse Sequencing
7. Flashbacks
8. Montage Sequencing
9. Interactive Sequencing

3.16 How to Arrange

Step 1:Open premier pro

Step 2: Click file and Click import

Step 3: Check if the footages you have selected have been imported

Step 4: Drag and Drop your footage to the sequence tab

Step 5: Now you can move the videos

3.17 Creating a Coherent Story

Here are some additional tips for creating a coherent story with your video:

a. Start with a strong hook
b. Have a clear message
c. Support your message with evidence
d. Use visuals to tell your story
e. End with a call to action

3.18 Steps for Creating a Coherent Story

a. Gather your footage
b. Review your footage
c. Start editing
d. Add music and sound effects
e. Review and revise

3.19 Additional Tips for Creating a Coherent Story

I. Use a variety of shots
II. Use transitions
III. Use music and sound effects sparingly
IV. Get feedback from others

Learning Activity: Exploring the Art of Arranging in Video Production

To familiarize learners with the concept of arranging in video production and understand how it contributes to the overall narrative and visual composition of a video

3.20 Adding Transitions

3.21 Introduction to transitions in video Production

In the world of video editing, the art of adding transitions is a fundamental technique that enhances the flow, continuity, and visual appeal of a video production.

3.22 Role of transitions in video production

i. Seamless Flow
ii. Enhance Storytelling
iii. Visual Appeal
iv. Time Compression
v. Emotional Impact
vi. Geographical or Temporal Shift
vii. Highlight Relationships
viii. Show Passage of Time
ix. Add Creativity
x. Maintain Viewer Interest
xi. Guide Viewer's Attention
xii. Navigate Complex Edits
xiii. Reinforce Themes

3.23 Types of Transitions

i. Standard Cut:
ii. Fade
iii. Cross Dissolve
iv. Wipe
v. Slide
vi. Push
vii. Zoom
viii. Luma Fade
ix. Iris
x. Split-Screen

3.24 Key Considerations Should Guide Your Choice Of A Transition When Editing Video

i. Storytelling and Narrative Flow
ii. Emotional Impact
iii. Context and Setting
iv. Temporal and Spatial Relations
v. Viewers' Expectations
vi. Continuity and Unity
vii. Rhythm and Pacing

3.25 How to add transitions

Step 1: Selecting the Transition
Step 2: Placing the Transition
Step 3: Adjusting Transition Duration
Step 4: Customizing Transition Parameters
Step 5: Previewing the Transition
Step 6: Fine-Tuning
Step 7: Rendering

Learning Activity: Adding Transitions in Video Production

To teach learners how to effectively add transitions between video clips in video editing software for improved narrative flow and visual appeal

END

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ICT Authority

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County of Champions

UK International Development
Partnership | Progress | Prosperity

ACWICT
technology transforming lives