Rakanto: Video Submission Info & How To Use

1. Create a Rakonto account. Each Chapter must create its own account using a chapter email address rather than a specific member email address, if available. Chapters can create their accounts in Rakonto here.

2. Create an Organization. This allows the Chapters to use their own logo instead of Rakonto's on story requests, as well as the organization's name and email address instead of the account holder's name and email address. *

3. Request a Story. Each Chapter will generate its own link and QR code and distribute it to chapter members. Some additional helpful information if needed:

- Retrieve the link and QR code in case the Chapter forgot to copy it
- Edit a story request to fix any errors.
- Replace video instructions if needed.
- Move the story request to a different collection if desired.

4. Submit a Request shows what chapter members will see when they scan the QR code or link to submit their stories.

5. Share story submissions allows stories submitted to be viewed by others. This link can be embedded/used on Chapter websites to showcase the video submission collection.

* Please note this is only available on the Professional and Community versions of Rakonto, and the free 30-day trial as well. The link to upgrade is here. Chapters can use the code **NSADA** to get the NSA member discount of $29 per month (paid annually). Instructions to upgrade are here.

If a chapter wishes to use Rakonto for the NSA Story Competition without paying, they can sign up for free, and complete each of the steps 1 - 5 listed, *within the free 30-day trial window*.