



Spotlight VBS™

Station Leader Manual



Spotlight VBS™

Leader Manual

Loveland, Colorado
group.com/vbs

Group

Group resources really work!

This Group resource incorporates our R.E.A.L. approach to ministry. It reinforces a growing friendship with Jesus, encourages long-term learning, and results in life transformation, because it's:



Relational

Person-to-person interaction enhances spiritual growth and builds Christian friendships.

Experiential

What we experience through action and discussion sticks with us up to 9 times longer than what we simply hear or read.

Applicable

The aim of ministry is to equip people to be both hearers and doers of God's Word.

Lifelong

Experiences transform the heart, moving faith beyond the walls of church and into everyday life for years to come.

Spotlight VBS™ Leader Manual

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Spotlight Basics

COMPASS CLUE

The files needed to create the Spotlight VBS slideshows are located at group.com/vbsTools and in the Digital Download Center. For extra ease, make sure the person in charge of your Spotlight presentation has at least intermediate computer skills.

COMPASS CLUE

It's important to do a test run with your camera equipment and software ahead of time.

Now Starring...

With Spotlight VBS, every child can be a star at True North! Here's how it works. Each day a different group of kids will arrive at Glacier Games and discover that a photographer (that's you!) is there to capture cool photos of them for a slideshow. You'll have a script outlining the specific shots you need to get. The Glacier Games Leader will help you gather kids and Crew Leaders and lead them in the actions indicated in the script. When you have all the photos you need, the kids will head off with the Glacier Games Leader for a few games. Then you'll have until Compass Closing (the finale for each day) to download your photos and insert them into the slideshow for that day. Work with the Compass Closing Leader to set up a large screen to show the day's slideshows.

Kids and visitors love to watch the fun Spotlight VBS slideshow at the end of each day. Sharing the slideshows during the wrap-up program reminds kids of the amazing things they experienced and learned on their True North adventure.

Your Role as the Spotlight Photographer

- **Be sure you have permission.** Some parents may not want their kids to be photographed. Make sure your church has a good system so you know which kids to avoid. And be sure not to post any of your photos on social media without consent from parents.
- **Practice ahead of time.** Become familiar with your camera as well as the church's projection system and the computer you'll be using. Take shots of kids at a church event a week before True North, and drop the photos into one of the slideshows so you're comfortable with how everything works.
- **Have backup equipment available.** Be prepared! At a field test, we had a few technical glitches with one computer and needed to run the slideshow on another laptop. Also be sure to have an extra camera battery or batteries on hand.
- **Gather the props, and check the schedule.** Look through your Photographer's Script to see how the props will be used. The schedule shows you which group of Crews will be in the photo shoot that day.
- **Check out the photo location.** You'll meet kids in the Glacier Games area, and it might be just the right spot to get the shots you need. We've discovered that an uncluttered backdrop or an outdoor setting with natural light works best. You'll also need a place to work on creating your slideshows before Compass Closing.

- **Connect with the Glacier Games Leader.** Provide a photocopy of the Spotlight scripts to the Glacier Games Leader so he or she can help lead all the kids in the group actions while you focus on getting a variety of shots. It might be helpful to check off each action or pose as you shoot so you're sure to get all the specific photos you need. Also check off Crew numbers so you know that you've included each Crew—and child!—during the week.



- **Save special shots for last.** In your script, you'll see some shots marked with asterisks. These are shots that require a specific setting, prop, or actor. When the Glacier Games Leader takes kids to do games, select a couple of kids who can stay behind for these special shots. (For safety's sake, be sure to ask a Crew Leader to stay behind with the kids.)
- **Plan to copy or sync the pictures from your digital camera or smartphone to the computer that will be used to run the Spotlight VBS presentation.** Create individual folders on your computer desktop for each day's photos. You can put the pictures for each day into the appropriate folder to keep them organized from the beginning.

Some Basic Photography Tips

- **If you're using a digital camera or smartphone, use a low-resolution setting.** Photos taken at a high resolution can slow your presentation, or the presentation may not run at all. *The preferred image size is around 300 KB.*
- **Take pictures horizontally.** In the slideshow presentation, you'll want *only* horizontal photos so they fill the screen.
- **Get close.** Whenever possible, take close-up shots without a lot of unnecessary background. That way you can get a nice, tight shot. Kids will love seeing themselves larger than life!



Do this...



...not this!

COMPASS CLUE

Be sure to include each child in at least one shot during the week. Spotlight VBS is a unique way to make kids feel special. Kids love seeing themselves up on the screen, and you don't want anyone to feel left out.

COMPASS CLUE

The audio shown in the photographer's scripts is included in each day's Spotlight files. Each day's presentation has been preset to advance with the audio script linked to the presentation. The instructions give tips on syncing the audio with your slides if any tweaks are necessary.

- **Set the tone for a high-energy photo shoot.** Remember to introduce yourself, and be friendly and energetic. Play upbeat songs from the Sing & Play Peak Music CD. If you're having fun, kids will have fun, and it will show in every photo.

Using the Spotlight Files

The Spotlight VBS files are located at group.com/vbsTools and in the Digital Download Center. You'll find complete instructions for using Spotlight to create your True North slideshows and save the Spotlight files to your computer or flash drive. You don't need internet access to create or show the Spotlight presentations.

It's recommended that you use a PC running Windows 7 or a Mac with OS Leopard or newer to ensure that the large files run correctly. Earlier PC operating systems (Windows XP or Vista) should also work if the most current version of Adobe® Acrobat® Reader (free at <https://acrobat.adobe.com/>) is installed. In some cases, computers with older operating systems may have components (RAM, video card) that aren't powerful enough to allow Spotlight to play smoothly once you insert your photos.

As you open each day's file, click on each slide where you're instructed to add a photo. This will open a window, allowing you to select the appropriate photo to insert into the slide. If you want to change the photo, just click again and pick a different photo. Reference the instructions sheet included in the ZIP file for more details.

Special Spotlight Tips

- **Extract ZIP files.** If you're using one of the ZIP files, be sure to "Extract All" files if your system doesn't automatically extract, and ensure that you're working from the extracted files folder. On most PCs you can right-click on the ZIP file and select "Extract All." Most Macs will automatically extract the files. If the audio isn't playing, double check this "extract" step. You can also reference the instructions sheet for more detailed information.
- **The original file name must stay the same.** Please don't rename any of the extracted ZIP files, because they have pointers to other files. *This is very important in making your presentation run smoothly!*
- **Begin again.** If your Spotlight presentation doesn't work properly after inserting images, please begin again with a new Spotlight file rather than trying to use the file that wasn't working properly.

For complete Spotlight instructions, go to the Spotlight section at group.com/vbsTools or in the Digital Download Center.

Day 1 Spotlight VBS

Today's Schedule

Time	GROUP A Crews	GROUP B Crews	GROUP C Crews	GROUP D Crews	Preschool
	Sing & Play Peak				Juneau's Puppy Playhouse
	Allow 5 minutes to move to your next station.				
	Wild Bible Adventures	Imagination Station	Glacier Games	Sticky Scripture	Juneau's Puppy Playhouse
	Allow 5 minutes to move to your next station.				
	Imagination Station	Glacier Games	Sticky Scripture	Wild Bible Adventures	Juneau's Puppy Playhouse
	Allow 5 minutes to move to your next station.				
	Tundra Treats				
	Allow 5 minutes to move to your next station.				
	Glacier Games	Sticky Scripture	Wild Bible Adventures	Imagination Station	Juneau's Puppy Playhouse
	Allow 5 minutes to move to your next station.				
	Sticky Scripture	Wild Bible Adventures	Imagination Station	Glacier Games	Juneau's Puppy Playhouse
	Allow 5 minutes to move to your next station.				
	Compass Closing				Juneau's Puppy Playhouse

These kids do Spotlight VBS today.

Welcome Crews

SAY

Hi! My name is [your name], and I'm the True North Spotlight VBS photographer. I have a surprise for you! Before you play games today, you get to be the actors—the *stars*—in a show called Spotlight VBS. I'll take pictures of you doing fun actions and then put them into a slideshow for everyone to see during Compass Closing at the end of the day. We want you to be goofy and silly! We want you to have fun! So let's get started!

Use the following script to get all the photos you need before sending Crews off with the Glacier Games Leader for the remainder of the games rotation. Then select the shots you'll use for the slideshow. Feel free to include lots of kids in shots so no one is left out.

Props

- cooling rack

When we wonder, we can trust Jesus.



Photographer's Script

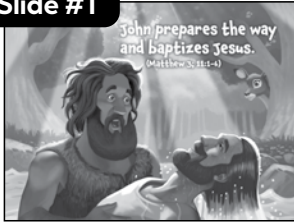
Photo or Slide Image #



=Image to Shoot

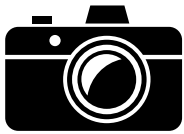
Audio

Slide #1



Slide provided

Slide #2



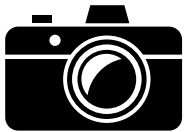
A child making a grossed-out face

Slide #3



A child with a pointer finger in the air

Slide #4



Two kids talking

Slide #5



A group of kids shrugging

Slide #6



Two or three kids looking up to the sky

In today's totally true Bible story, we met John the Baptist. I wonder...did he *really* eat bugs?

John the Baptist told people to repent because the kingdom of heaven was near. I wonder...what did people think of that?

One day, Jesus came to ask John to baptize him in water. I wonder...why did he do that?

John wondered that, too. He knew Jesus had never done anything wrong! I wonder...how much did John know about Jesus?

Jesus convinced John to baptize him. When Jesus came out of the water, God announced, "This is my dearly loved Son." I wonder...what does God's voice sound like?

**special shot requiring specific prop



Photographer's Script

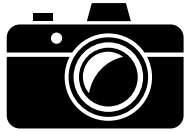
Photo or Slide Image #



=Image to Shoot

Audio

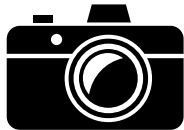
Slide #7



A child with thumbs linked and fingers out to look like a bird, standing behind another child

John also saw the Spirit of God resting on Jesus like a dove. I wonder...what exactly did that look like?

Slide #8



A child holding a cooling rack (representing prison bars) in front of face, pouting**

Later, John was in prison. I wonder...how long had he been there?

Slide #9



A couple of kids shrugging

John had heard God's announcement, but now he had doubts. I wonder...what questions did he have?

Slide #10



A couple of kids with their hands above their eyes as if looking for something

One question was to find out if Jesus was the Messiah, the one God had promised to send to save people. I wonder...what exactly were people expecting?

Slide #11



A child helping another child stand up

Jesus told John's friends about all the miracles Jesus did—healing people and raising the dead. I wonder...did that help John believe?

Slide #12



A child hugging a knee as if it was injured

There's a lot we wonder about. We might wonder if God really cares about our little hurts and pains.

**special shot requiring specific prop



Photo or Slide Image #



=Image to Shoot

Audio

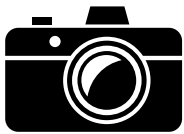
Slide #13



Kids looking up to the sky

We might wonder what heaven is like.

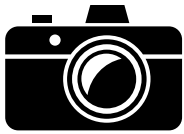
Slide #14



A group of kids laughing, with another child in front being left out

Or maybe we wonder whether God is *really* with us all the time.

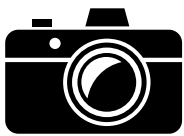
Slide #15



Kids pointing to their heads

But when we wonder, we can remember the truth God said: Jesus is God's Son. That means we can trust him.

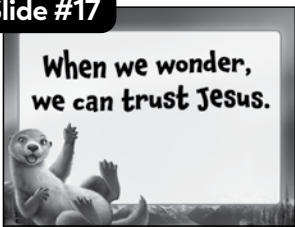
Slide #16



A child praying

I wonder...will you trust Jesus?

Slide #17



Slide provided

When we wonder, we can trust Jesus!

Slide #18



Slide provided

**special shot requiring specific prop

Spotlight VBS™

Day 1



When we wonder,
we can trust Jesus.

Day 2



When we feel alone,
we can trust Jesus.

Day 3



When we feel powerless,
we can trust Jesus.

Day 4



When we need hope,
we can trust Jesus.

Day 5



When we need help,
we can trust Jesus.



Let kids light up the screen in a slideshow, recapping each day's Bible story in a fresh, fun way! Show the Spotlight VBS presentation at every Compass Closing.



Questions:

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VBS Programming



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