

CBA

Payables and Receivables: Introduction Video

Video script

Version 1.2

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# Version control

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| --- | --- | --- | --- |
| **Version** | **Date Created** | **Purpose** | **Created/Amended by** |
| 1.0 | 2017.05.26 | Draft | Savv-e |
| 1.1 | 2017.07.18 | Feedback | CBA |
| 1.2 | 2017.07.18 | Updated | Savv-e |
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# How to read this document

This document provides a precise specification to be used for the build of the **Payables and Receivables Introduction Video.**

This document is the master document that will be used in the build of the video. Please return this document to Savv-e, marked up with your requested edits/changes.

It is important that your review and feedback is accurate and complete, and is consolidated from all stakeholders. Where different stakeholders have diverse opinions or questions, these need to be resolved before returning the document to Savv-e. Please do not give general comments or vague feedback, but provide the exact wording you would like to see in your module.

Savv-e will review and accept the edits and forward the final version to you with a sign-off sheet. Any changes to the final version of this document will most likely result in schedule and/or budget adjustments.

# Detailed script

|  |  |
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| **Screen type: Click ‘Play’ to watch video** | |
| Video description: | *This will be a 30 second introductory video for the Payables and Receivables module. It will be narrated in a sophisticated and engaging voice and will play as full screen.* |
| **Animation** | |
| **Visuals:** | **Audio transcript:** |
| Scan of from country scene to city scene with business paying for supplies while a customer pays for goods. | All businesses need to make or receive payments. |
| Zoom to business, a Gym. (character in 1.8 in module) | One business could have thousands of members paying them the same fee each month. |
| A queue of people paying by cash at the gym split to gym customer clicking on PC monitor ‘direct debit’ ‘Accept’ | And we’ve got the right solution for them. |
| Push up previous slide to show a new business –Gas bottle provider | Another business could deliver a service and need to… |
| The Gas bottle business issuing invoices (character in 1.8 in module) | …bill customers a different amount each quarter. |
| Zoom to invoice with BPAY symbol and customer reference number. | We’ve got a solution to help them manage their receivables. |
| Map of NZ with lines coming out to represent business taking place. E.g.: | There are businesses that also operate across Australia and New Zealand… |
| Pan to building in Sydney with “Bio Pharmaceuticals Head Office” | …but want a centralised treasury to make and take their payments. |
| CBA banker walking into Bio Pharmaceuticals with briefcase titled “Trans-Tasman” | For all client businesses that need to make or receive payments in New Zealand, we have the right Payables solution. |
| Four businesses from previous screens lined up with their payables product; graphic indicates it’s only half the solution. | But having the right Payables product is only half the solution. |
| ‘Missing’ half becomes visible and “Transactions reporting” icons are next to their payables icons. | To understand and build their businesses, clients also want to reconcile and analyse their transaction data. |
| Zoom to the transaction report showing rows and columns of numbers. | Our wide range of transaction reports can be precisely tailored to meet our clients’ needs. |
| Push up the scene to Banker sitting with client. | So, how confident are you in discussing Payables and Receivables with your clients? |
| Graphic highlights Payables and Receivables module. | Find out in the Payables and Receivables eLearning module. |