

Language App Checklist



**The following documents and files are required when creating a language app.
If we are providing recording services please disregard the audio recording section.**



APP NAME AND IDEA

For example, an Ojibway app could be called 'Ojibway People and Language.' Please include a brief description of the app's language, topic, intended audience, and any background information you would like included.



RESOURCE LISTINGS

Please provide resource listings before the agreed deadline. These may include organizations, public housing, search organizations, emergency hotlines, health services, or other helpful community resources.



CATEGORIES AND HEADERS

Categories are an important part of the app. They help learners navigate the content and find language resources easily.



CREDITS, BIO AND PHOTOS

Please provide information for the app's Credits page, including a short biography of the language speaker(s), the organization or community, staff involved, funder names and logos, and any photos you would like included.



COMPANY, ORGANIZATION, OR COMMUNITY LOGO

Your logo may be used as the app icon and will also appear on the Credits page. Please provide it in PNG, PSD, AI, or EPS format when possible. A high-resolution JPG is also acceptable.



ADDITIONAL PHOTOS, MAPS, AND DOCUMENTS

If your app includes maps, please provide the required maps, graphics, charts, photos, or supporting documents.



AUDIO FILES — ZIPPED MP3/WAV

Please provide all audio files in a single ZIP folder in MP3 or WAV format. Recordings should include English and your language. We recommend two or three speakers: one female, one male, and, when possible, one elder or youth. Record each English word first, followed by the language word twice, with a short pause between each word. If Ogoki Learning is providing recording services, please disregard this section.



DEADLINE

Please provide your preferred project deadline so our team can plan the production schedule.



CONTACT PERSON

Please provide the primary contact's name, title, phone number, email address, and website, if applicable.



WORDLIST

Please provide a list of the words and phrases to be included in the app. These should match the words used in the audio recordings. You may provide your own list or use our attached suggested word list.