



Explore suggestions for visual evidence to support documentation of film production roles.













#### **Director:**

- <u>Inquiry</u>
- <u>Action</u>
- <u>Reflection</u> Sources

#### **Cinematographer**

- ☐ <u>Inquiry</u>
- Action
  - Reflection
- Sources S

#### **Scriptwriter**

- **\_** <u>Inquiry</u>
- Action
- Reflection
- Sources

#### **Sound Designer**

- Inquiry
- <u>Action</u>
- <u>Reflection</u>
- Sources

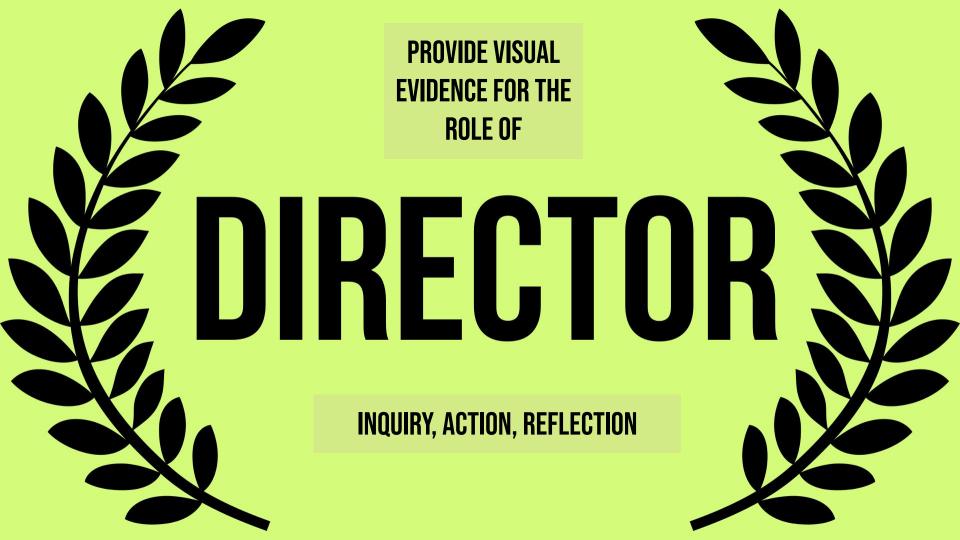
#### **Editor**

- <u>Inquiry</u>
- Action
- Reflection
- Sources

#### WHAT THIS IS:

This booklet contains examples of and suggestions for *visual evidence* relevant to each *film production role*.









The Director is responsible for the artistic and logistic aspects of the production, visualizing the script and guiding the other individuals involved in the film in order to fulfill their artistic vision.

### Planning



- Lighting diagram
- Concept Mapping
- Storyboard
- Shot list
- Talent release
- Scouting release

### Production

- Daily progress report
- Shot schedule
- Call sheets

### Critique



Reflection











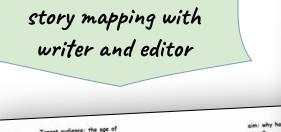
# Plannin **SUALIZATION**

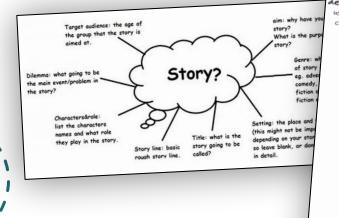
Click on images to download forms



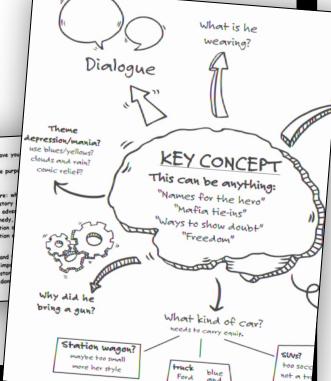


Show planning: brainstorming and story mapping with writer and editor









Chevy

big,



#### **BLOCKING**

Click here to download Shot **Designer app** 

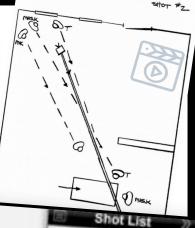




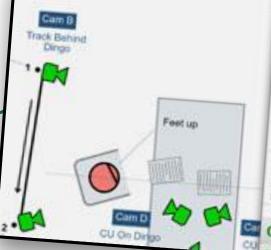
#### Map of each location to show:

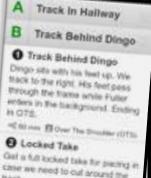
- camera placement
- camera movement
- lighting
- character blocking/movement

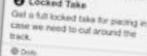


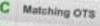


@ YK











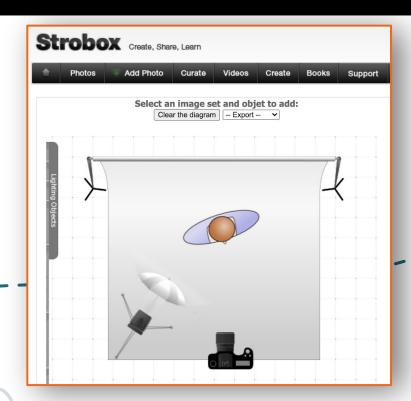
#### **BLOCKING**

Click image to access diagram



Plan mise-en-scène, locations and lighting.

Show collaboration with the cinematographer



Online lighting diagram create diagram online, then convert to jpg

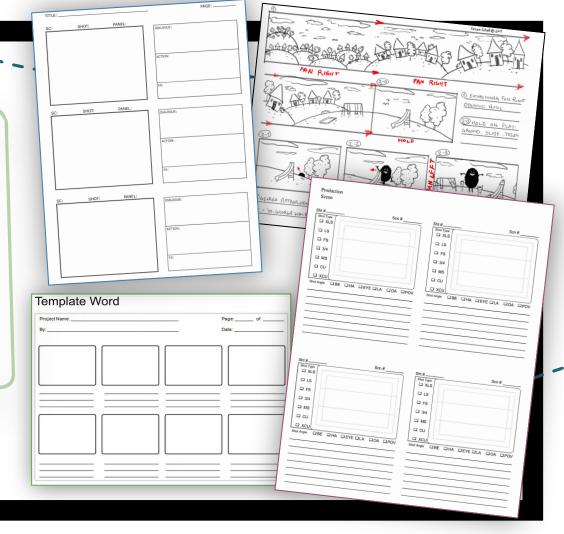


# STORYBOARD PORTRAIT & LANDSCAPE

Click on images to download forms

Click HERE for free storyboard templates Evidence of
collaboration with
cinematographer
on camera and
light choices
(movement, angles,
shot design) Show
annotated
storyboard









**SHOT LIST STORYBOARD** 

Click on images to download forms









Template for a Production Shot list

Director:

Description

Production:

No. Type of shot





CAMERA SHOT LIST

Date:

Location

Scene Shot Shot Stref Angle Movement INT/EXT D/N Shot Description

Prod. Company

SCENE



Wide shot - high angle- Ronnie is sitting in a chair with is head in his up- eye level- Ronnie looks u as OFFICE. NIGHT obsters talk to him. INT. MOB shot- eye level- Ronnie stands up OFFICE, NIGHT turns and punches the wall. EXT. CAR e shot-low angle - Harry and PARK. DUSK nie are standing apart each one on er side of the screen standing by EXT. CAR I shot- eye level- on Ronnie as he PARK. DUSK EXT. CAR de angle- low angle- the two

**Shot list** 

Description (shot type, angle,

Number movement, action)

CAMERA DEPARTMENT LOG SHEET - DIGITAL

FOCUS FILTER

description

OFFICE NIGHT

PARK. DUSK

PARK. DUSK

PARK. DUSK EXT. CAR

PARK. DUSK

INT. POLICE

STATION.

NIGHT

EXT. CAR

EXT. CAR PARK. DUSK EXT. CAR

INT, MOB











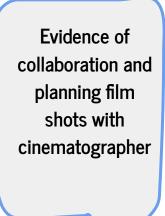


long shot- eye level- on Ronnie as he talks to Harry Long shot-eye level- Detective Richard Wilson is staring at a board

nds start to edge closer together.

Mid shot- eye level- on Harry as he







Download Celtx, a free scriptwriting app







Evidence of input during the scriptwriting process (annotated script)

Label all images (i.e. Fig. 1)





Each bullet has my name on it.

INT. HOTEL ROOM - NIGHT (COLOR)

The woman is sitting on the floor, her foot in her hand, desperately wiping something off the top of her bare foot. Geoperatery wiping something of the top of her here toot.
Rubbing. rubbing. rubbing... We see that her hand is

My name is written in back files and WOMAN (V.O.) looked up in newspaper morques // My mother's been investigated; thank God

EXTREME CLOSE OF MOTEBOOK BACKWARD - WAITING IN BOOK Shoot Part Me examine her rantings - frantic and without coherence.

They have writing samples and examine the back loops of pees/and the crosses

BACK TO SCENE

Matthew pulls Sally back to his lap, but she resists, and dresses to go out. cu-2 shot

comen low

Not so fast, sonny boy. Some of us have to work.

SALLY Sure, the whopping £30 you got to play Barman number 3 came in very handy

(Sally kisses Matthew goodbye. See you tonight, seed

Matthew undresses for a shower. MATTHEW
In a bizzle, brech. I promise
I'll have lined some auditions up
by the time you get hack by the time you get back.

NAMELY
I know, babe. Ooh did you always
have those abs? Sally marches out of the room. With a towel round his waist, Matthew heads to the bathroom.

OTS blocking

his hair of shampoo. VAG ...







#### **Talent & Location Release forms**



# RELEASE & LOCATION SCOUTING FORMS

Click on images to download forms



TALENT RELEASE	E FORM
• •	
PROJECT TITLE:	LOCATION:
DATE:	COMPANY:
of my appearance in the picture grant permission to you to utilis manner. Including media and all in and to my performance, appe thereof in connection with the p performance of others and with same into the picture or other p recordings and photographs in a limitation unrestricted use for p use my name, liberess, voice, bit with the picture, commercial etc.	on the above motions picture Project TEM. In consideration, and without an inflammation and incomplication from you, I herably an any appearance in connection with the picture in any or personal project of every like and abunture whitesomer the progressive projects of every like and abunture whitesomer between the picture in any object to be a size discretion and the six discretion and t
to the use of my name, likeness, with the picture publicity and re you, your agents, employees, lic	the picture may be edited in your sole discretion. I consent voice, and biographical material about me in connection stated inclusional promotional purposes. I expressly release reseases and assigns from and against any and all claims which invited, defamiliation or any other cause or action arising out ribusion of the picture.
Signature:	Print Name:
Date :	Contact Number :

Date:	Location	n Owner:
Property Addres	s	
Signing this form	confirms your agree	ement to the following
use the location		tion company and those authorised by us the rigitate(s) to film, photography and record the proper to do so.
2. We will be film	ing at the location fr	from start date until end date as mutually agreed
property will be a permitted us to a	ours, and we will be a efer to the property	and recordings made and/or taken by us at the entitled to use the footage as you choose. You hi y by its real name or by a fictitious name or not to o obligation to you to use the footage.
		o make temporary changes, additions and alterat the property to its original condition after filming
	vour to take care of t nd have made you a	the property while we are filming; however, we oware of this.
	t shall be freely assig England and Wales.	ignable by us and shall be interpreted in accordan
Kindly indicate y	our acceptance of the	ne above by the signing of this agreement –
Read and Agreed	Ву	
Print Name:		Signature:

Production title	Sheet no.	
Location Scout	Date	
Script location		
Actual location	Interior Exterior	
Address		
Location contact name	Position	
Email	Phone no.	
Days of week  Times of the day  Special arrangements		
Parking		
Distance / time from home		
Power capabilities		
Soundscape		
Other notes	For example:  - Sequency ( alorem style) - Neighboring proper activities / armival re The neutral horizontal - realization( ) patival - Proper constraines - Accommodation r call - Upcarring developed:	

Evidence of location scouting



All visual evidence should support how your intentions are achieved.







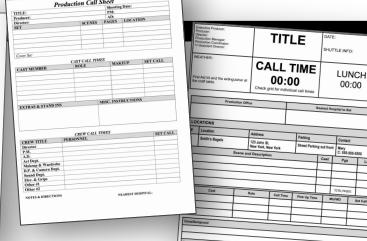


**CALL SHEET** 

Click on images to download forms

Annotate production sheets to show problems encountered during shooting and how you solved them.







Cast/Cree Lands x 00 to be Hel & Ready @ 0000 to be served @ 0000







# Critique





Include visual evidence to support evaluations made in the reflective process.



#### BATMAN

You wanted me. Here I am.

#### THE JOKER

I wanted to see what you'd do. And you didn't disappoint ... You let five people die. Then you let Dent take your place. Even to a guy like me...that's cold

#### BATMAN Where's Dent?

#### THE JOKER

Those mob fools want you gone so they can get back to the way things were. But I know the truth- there's no going back. You've changed things. Forever.

#### BATMAN

Then why do you want to kill me?

The Joker starts LAUGHING. After a moment he's laughing so hard it sounds like SOBBING.

#### THE JOKER

Kill you? I don't want to kill you. What would I do without you? Go back to ripping off Mob dealers? No

(points)

You. Complete. Me.





Evidence could include a script-to-screen or script-to-storyboard comparison













#### **SITES**

- How to block a scene- video
- Online Lighting Diagram
- 15 Side by Sides: Movie screens vs. original script
- Shot Designer App

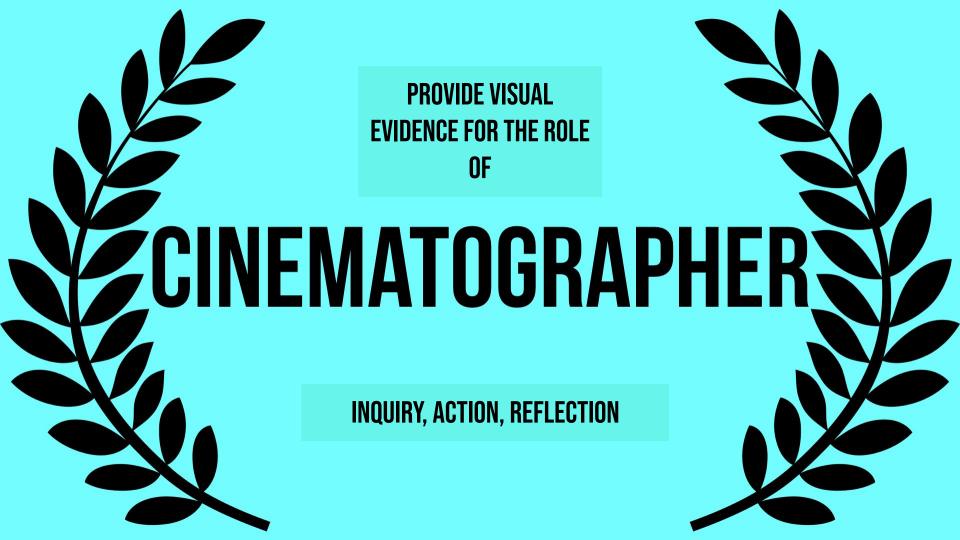
#### **FORMS**

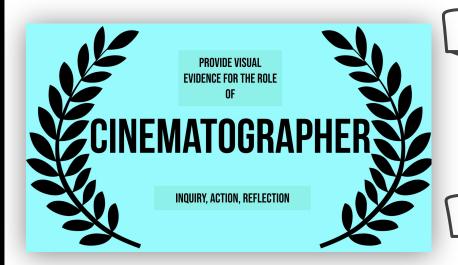
- Shot List
- Shot schedule
- Storyboard portrait
- Free film production templates (email address is needed)













The Cinematographer is responsible for the camera and for achieving the artistic and technical decisions related to the framed image.

### Planning

- Location scouting, equipment
- Location, lighting tests
- <u>Location</u>, inspiration
- Storyboard, landscape
- Storyboard, portrait
- Blocking: Planning Mise-en-scene
- <u>Lighting Diagram</u>

### Production

- Scene diagram example
- Annotated storyboard
- Side-by-sides
- Annotated shot list
- <u>Lighting</u>

### Critique

Annotated scene shots

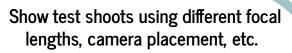




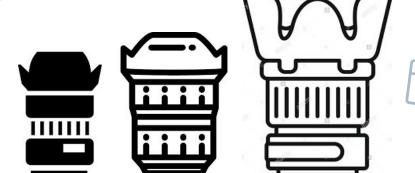


LOCATING SCOUTING TEST SHOTS





Identify camera, lens types, filters, lights that will be used.











LOCATION
SCOUTING
LIGHTING TESTS



Fig. 1. Stills from clips we took during scout session around campus. The bloom that juxtaposes the empty and vague mise-en-scene synergizes very well.

Location scouting Lighting tests in locations







Discussion of location scouting and lighting tests should support how your intentions will be achieved





Compare shots of your inspiration to scenes when scouting locations and exploring mise-en-scene.

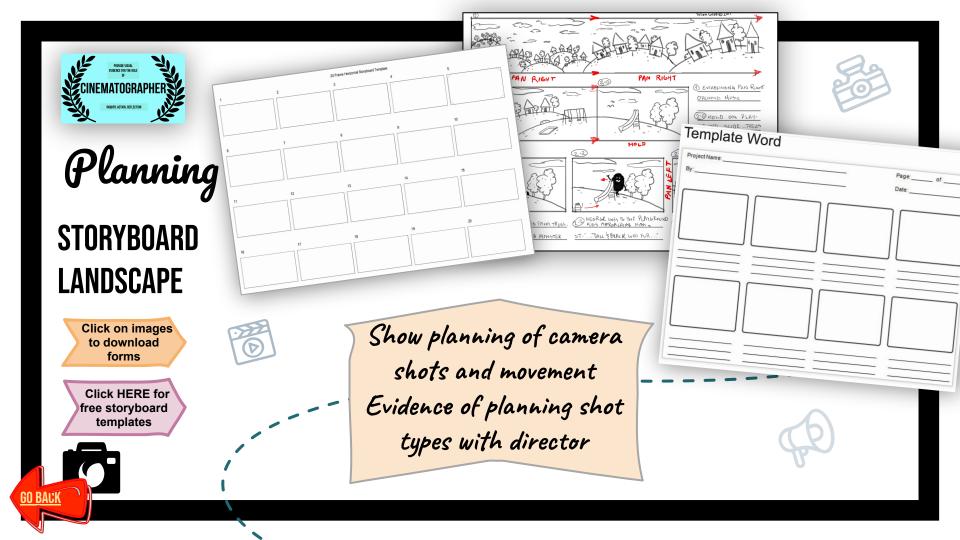
INFLUENTIAL FILMS
INSPIRATIONAL
CINEMATOGRAPHERS

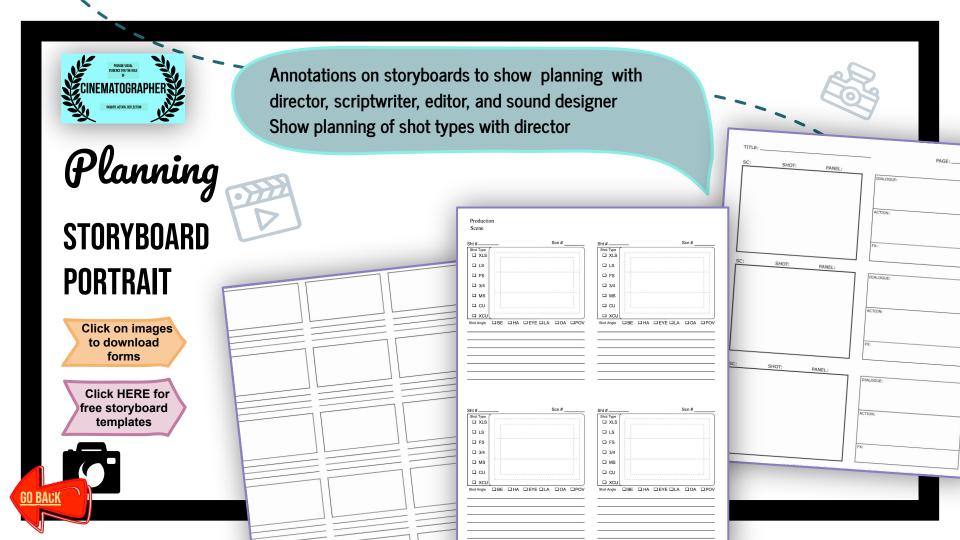




Fig. 1. This sequence from my short [x:xx-x:xx] was loosely inspired by *Mirror*, especially location-wise.









### **BLOCKING**

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Click HERE for free storyboard templates





#### Map of each location to show:

- camera placement
- camera movement
- lighting
- character blocking/movement









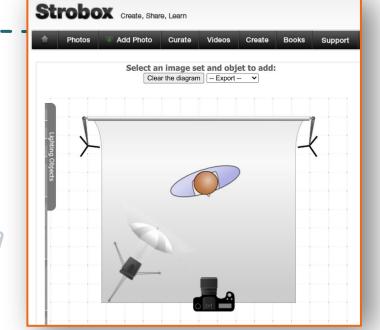
BLOCKING

Click image to access diagram



Evidence of collaboration with the director to plan mise-en-scène, locations and lighting

Documented workflow showing your set- up sequence



Online lighting diagram create diagram online, then convert to jpg



n

Click on images to download forms

Click HERE for free storyboard templates

StudioBinders
Camera
movement

Annotated scenes from your film to show how you will fulfill your intentions with evidence of

- camera preparation
- movement
- angles
- shot design (the main focus of this role)









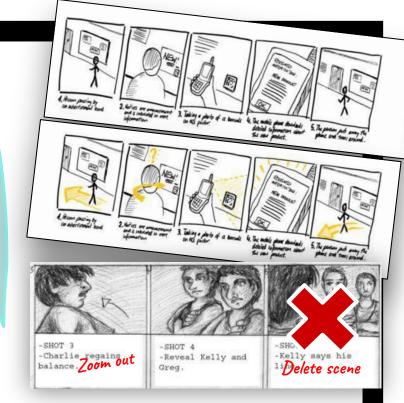
### **STORYBOARD PORTRAIT**



Annotations on storyboards showing changes and revisions

(collaboration with director, scriptwriter, editor, and sound designer)







Annotations show evidence of changes, development, revisions in your work. Use them well!







Show how intention is achieved through side by side documentation of:

- script-film
- film-blocking diagram

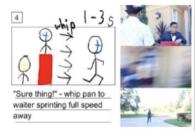
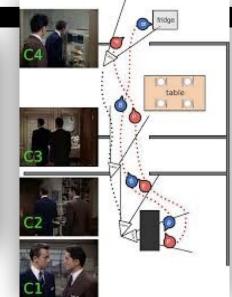
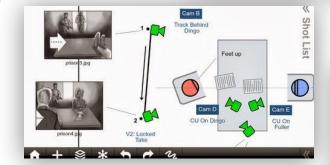


Figure 4: Storyboarding planned for camera movements and effects.



Click on images to download forms

Click HERE for free storyboard templates









# ANNOTATED SHOT LIST

- Evidence of collaboration with the editor about the coverage needs for the film
- Evidence of alternative shots and why you chose the one used in the final film
- Evidence of continued contribution with director and editor through advice, assistance and any scheduled re-shoots as a result of the editing process

Click on images to download forms



Evidence of collaboration with director on shot types





**LIGHTING** 

Click on images to download forms

Click HERE for free storyboard templates



Evidence of how lighting design was used to create mood, atmosphere, (perhaps genre too)





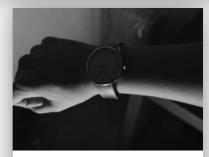


Fig. 4. The foreground's gradient in contrast is the opposite to the background, emulating the chiaroscuro look. Note the harsh lighting on the hand.



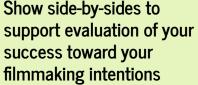
# Critique



Show side-by-sides to support evaluation of your success toward your



include excerpts of reactions from the screening party





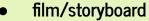




Fig. 2. Slight similarities between framing in 2001: A Space Odyssey and my short. Note the use of straight-on medium shots and angled wides.







# Sources





- <u>Camera Movements</u>
- Online Lighting Diagram
- <u>15 Side by Sides: Movie screens vs. original script</u>
- Shot Designer App
- St Clair Film Studies: Cinematographer

#### **FORMS**

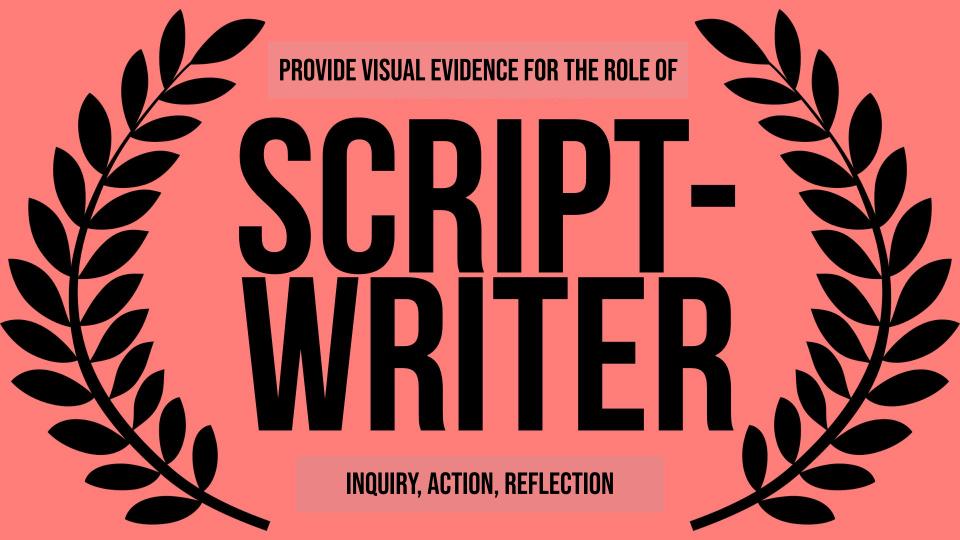
- Shot List
- Shot schedule
- Storyboard portrait
- Free film production templates















The Writer is responsible for writing the screenplay, for updating the script during production and for supporting others in realizing the artistic intentions for the film

## Planning

- Brainstorm Map
- <u>Inspiration: Film-script</u>
   <u>side-by-side</u>
- Script Breakdown
- Plan story structure
- Annotated storyboard

### Production

- <u>Celtx</u>
- Annotated Script
- Shot List
- Annotated script

### Critique

• Side-by-sides for comparison

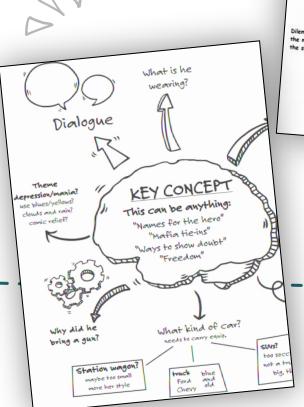








BRAINSTORM, MAPPING



Target audience: the age of the group that the story is aim: why have you wrote this What is the purpose of the Dilemma: what going to be the main event/problem in Story? the story? Genre: what type of story is it? eg. adventure comedy, non-Charactersánole: fiction or science list the characters fiction etc names and what role they play in the story. Setting: the place and time? (this might not be important story going to be depending on your story, if rough story line. so leave blank, or donnot fill

Show planning with story mapping and brainstorming. Can be annotated to show collaboration with director.







#### **INSPIRATION**







EXT. MANSION - GATE - LATE AFTERNOON

Ki-Woo and Ki-Jung both take a deep breath in front of the gate. Ki-Jung looks like a completely new person with short, stylish hair and makeup.

Ki-Woo is about to ring the doorbell when Ki-Jung stops him. She suddenly starts clapping a beat with her hands.

> KI-JUNG (singing)

Jessica, only child, Chicago Illinois / My classmate Jin-Mo is cousin of Kevin

She sings her 'bio' to the tune of a catchy Korean oldie. Ki-Woo joins. Silly. Ridiculous. But you can sense a real sibling bond.











### SCRIPT BREAKDOWN



Click on images to download forms



Provide a breakdown of the script. Show collaboration with director with annotations

Always connect your comments to your filmmaker intentions

Production Company:	-	Project Title:
Scene #	INT/EXT_	roject fide:
Script Page	Scene Name	Project Title:
CAST		
	EXTRAS	STUNTS/STAND-INS
PROPS	SET DRESSING	VECHILES/ANIMALS
DSTUME	MAKE-UP/HAIR	SPECIAL EFFECTS
ND EFFECTS/MUSIC		
21 ECTS/MUSIC	SPECIAL EQUIPMENT	NOTES





### **STORY CIRCLE PLOT DIAGRAM**



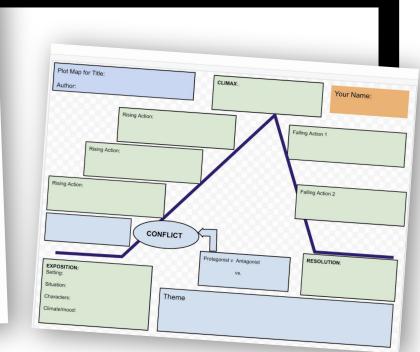






### **STORY CIRCLE**

**WORKBOOK** 



**Evidence of planning** story structure







**SHOT LIST** 

AP



Evidence of continued contribution with director and editor through advice, assistance and any scheduled re-shoots as a result of the editing process



## **Shot List & Schedule**

Date		
	Reshoots	
ath April		
9th March	27th April	
29th April	Er ar April	
9th April		
	27th April	
18th April		
	8th April	8th April   27th April   29th April   9th April   9th April   18th April   27th April   18th A

Storyboard 1- Southsea Marina, Old Portsmouth Harbourworn down Storyboard 2- South Parade Pier, Bournemouth Pier-near ruin- failing apart

Storyboard 4- Havant Thicket

The film shows a journey, starting with worn down places, gradually showing more ruins and abandoned places before focusing directly on how nature has overtaken the fractured environments.

As I had lots of locations, I have created a table to organise when I am going to film in each location. I have then gone back in and organised when I have to do re-shoots if necessary. Below are my shot lists for each of the locations which will allow me to get most of the shots I intend to put in my film.

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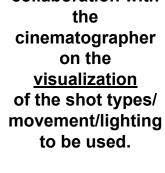
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**M**NOTATED **STORYBOARD** 

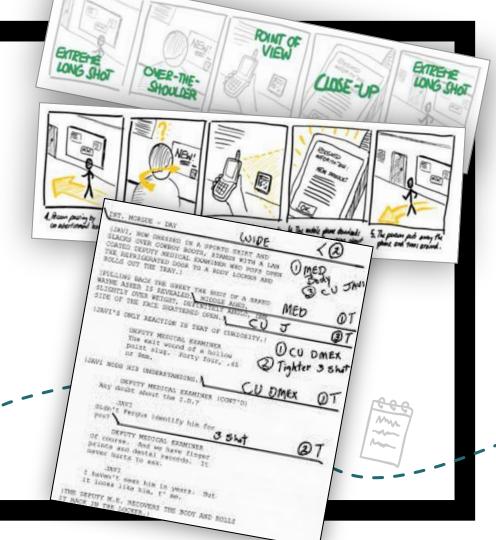


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**Evidence of** collaboration with





### **ANNOTATED SCRIPT**

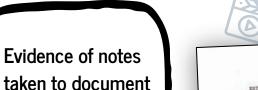
made to the script during shooting

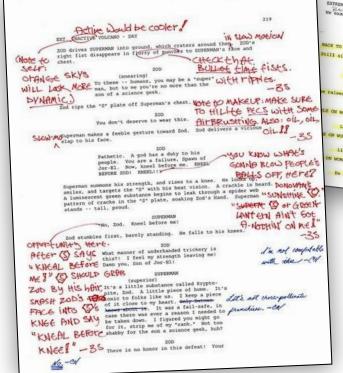
Click on images to download forms



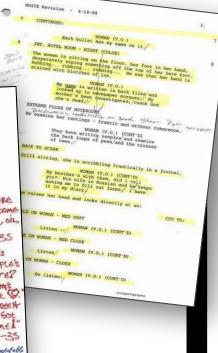
challenges faced

and changes













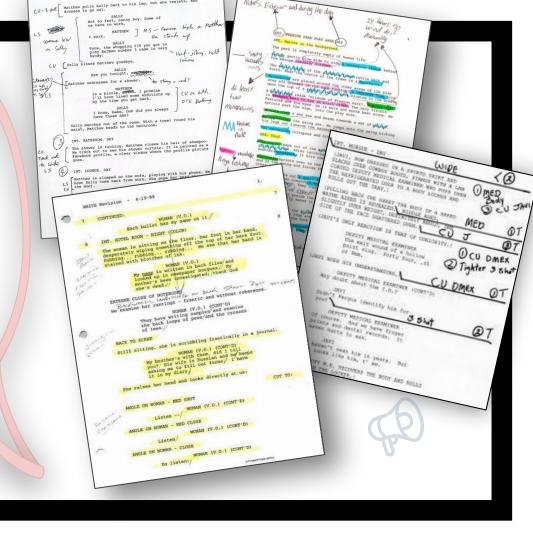
# ANNOTATED SCRIPT

Click on images to download forms





Show notes to evidence collaboration with core production team members (director, cinematographer, sound designer, editor) showing script was used to guide their work







## Critique

### SCREEN TO SCRIPT COMPARISON



32.

She shuts the door and starts to walk off... Jack lowers the window.

JACK Hey.

Ally turns back.

ALLY What?

JACK

I just wanted to take another look at you.

Ally slides her finger down her nose just the way Jack did at the cop bar. She walks inside.

The SUV drives off.

Support your reflection, with a comparison of the film alongside the script.









### Sources





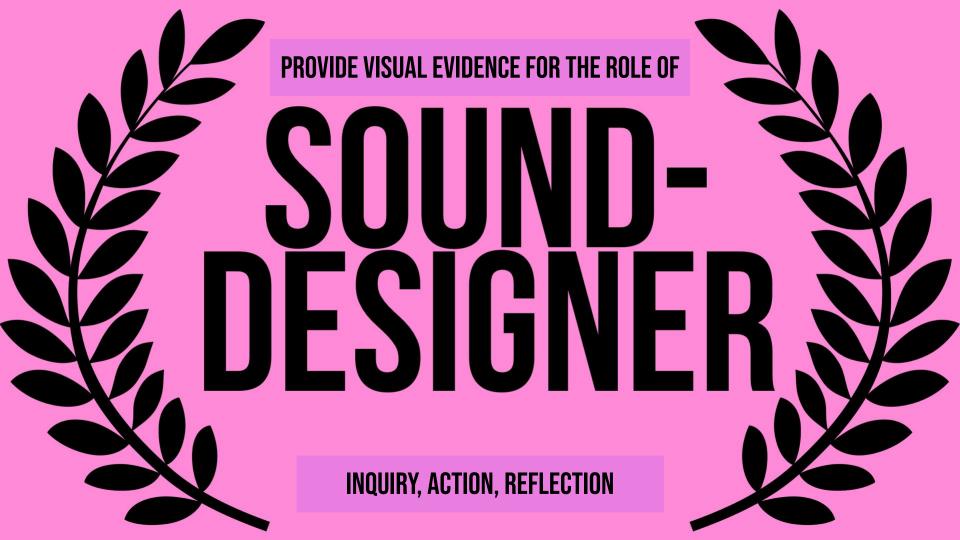
#### **WEBSITES**

- 15 Side by Sides: Movie screens vs. original script
- Celtx app
- How to write a screen play
- St Clair Film Studies: Scriptwriter

#### **FORMS**

- Shot List
- Shot schedule
- Storyboard portrait
- Free film production templates









The Sound designer is responsible for capturing, creating, sourcing and assembling the audio elements of the film.



### Planning

- Inspiration, Research
- Sound experiments
- Annotated Script

### Production

- Sound report
- Feedback
- <u>Timeline & Soundtracks</u>

### Critique

Reflection









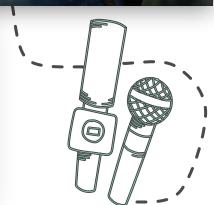
INSPIRATION RESEARCH



- Screenshot of inspiration
- Evidence of research on sound designers









**g** Sound **EXPERIMENTS** 



Screenshot of tutorials or sound experiments















**PLANNING: ANNOTATED SCRIPT** 





We reveal a silhouette of a man, drinking the green tea, We reveal a silhouette of a man, drinking the green tea, standing before the wall of maps and news clippings.

Than therefore the wall of maps and news clippings.

The Man looks towards, Add 1-NIT

The front door opens and Detective JAKE POPE enters of door behind him and tosses his badge and wallet onto a nearby overtakes him up, alert and focused, carefully drawing his post the house, cautiously

Discol to the ready. He moves through the house, cautiously

He stops outside the kitchen. He looks around and then He stops outside the kitchen. He looks around and then quickly sees the tea kettle out on the stove, steam still



Annotated script with notes to show:

- how sound might be applied
- potential dialogue issues







INSPIRATION RESEARCH



Notes on location, notes regarding sound that may be problematic on location.

Foley sound list

Always connect your comments to your filmmaker intentions

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SOUND PERO

Sound Mixer







### **SOUND REPORT**

Click on images to download forms



Notes with daily log of work accomplished and issues raised during the editing process.

**Annotated lists and** documents that identify sound problems



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### **FEEDBACK**

Click on images to download forms

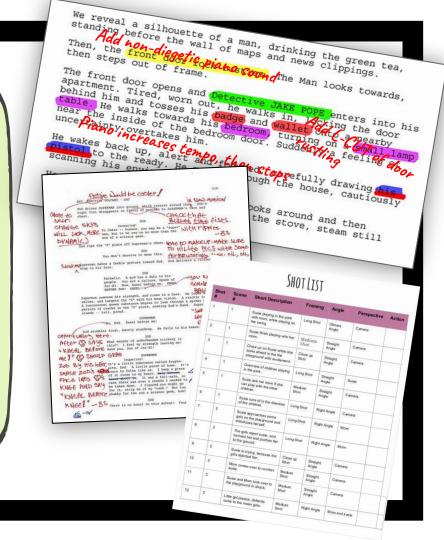




#### **Annotaated**

- shot lists
- storyboards
- scriptsthat reflect soundchanges and revisions

Evidence of feed-back from the director



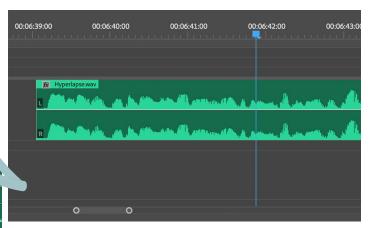


# TIMELINE & SOUNDTRACKS

Screenshots of audio levels, dashboard of sound on the editing timeline

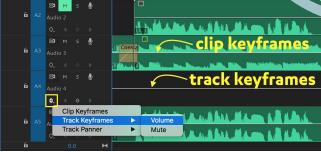
Before/after screenshots to show improved sound tracks





Click on images to download forms





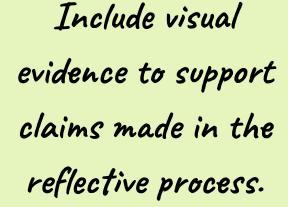


## Critique



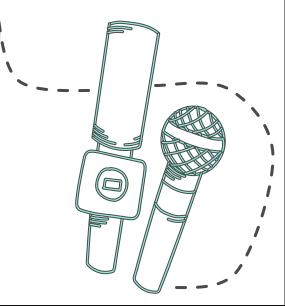


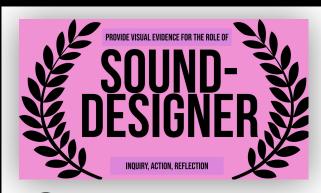




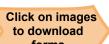








Sources









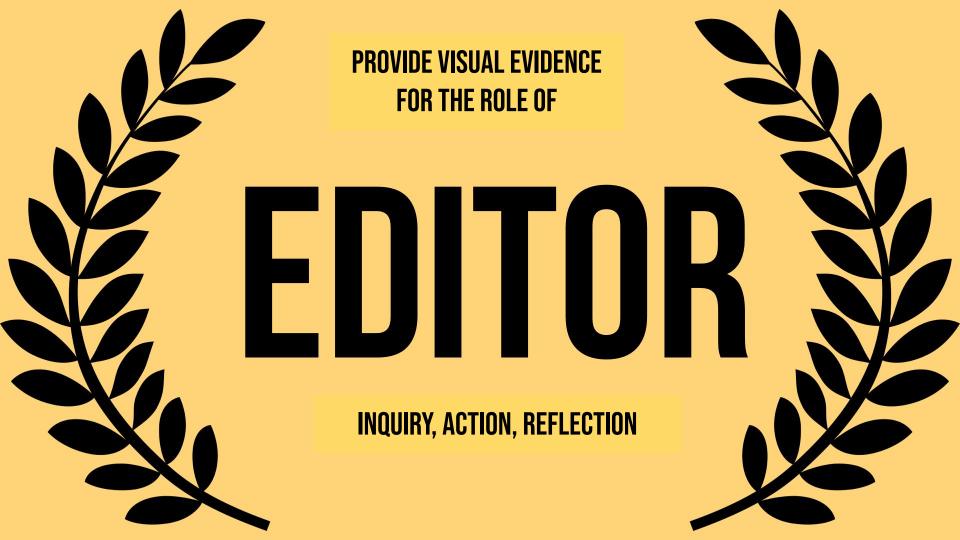
- The Sound of Film: video
- 23 films with great sound -<u>Indiewire</u>
- **Best Sound Editing**
- A filmmaker's quide to sound effects - StudioBinder

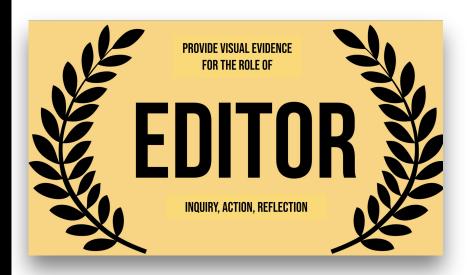
#### **FORMS**

- Sound report
- **Production Sound report**











The Editor is responsible for assembling the raw footage, selecting shots and constructing the film in order to meet the artistic vision for the film.

### Planning

- Brainstorming
- Research/Inspiration
- <u>Experiments</u>
- Planning

### **Production**

- Editing
- Color-grading & Cuts
- Before/After
- Editing & Collaboration
- Evaluation

### Critique

Reflection





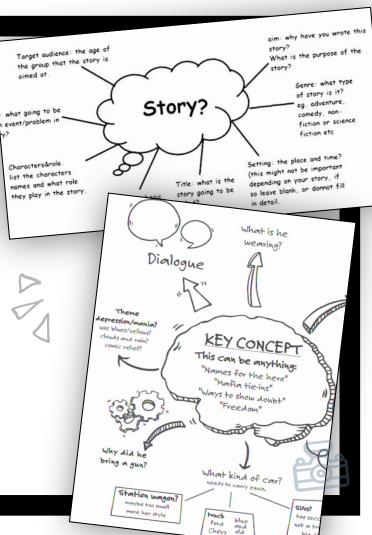
**BRAINSTORMING** 

Evidence of collaboration regarding ideas, genre, concepts and group intentions (brainstorm, mapping)

Click on images to download forms







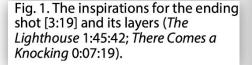


Show screengrab of specific stylistic elements you are incorporating into your own work

### **INSPIRATION**



Label all images to correspond with the respective text (i.e., Fig. 1.)











**RESEARCH** 

Show screengrabs/images to evidence your research on:

- genre
- any influences for the production of the film
- identifying conventions
- developing style











### **EXPERIMENTS**

Screenshots to show experiments with editing



Click on images to download forms







### **PLANNING**

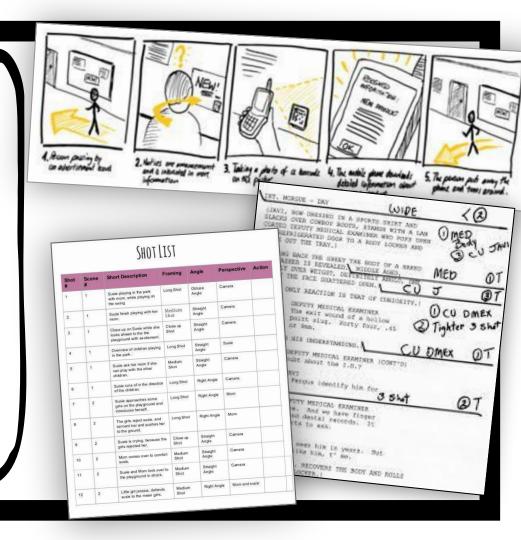
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Annotated storyboards showing pre-visualization

Annotated script showing plans for transitions, notations for timing/pacing for each scene.

Annotated shot list for sufficient coverage, with notes of special effects, shots that require additional work in post-production.





### **EDITING**

Evidence of collaboration with the director and cinematographer when editing to ensure there is enough footage for transitions and b-roll

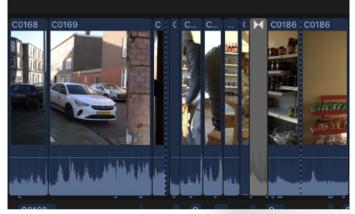


Figure 1. Quick cut continuity editi

Click on images to download forms











Production
COLOR-GRADING,
CUTS, PACING

Evidence of choices made when color-grading and selecting cuts, timing, and pacing with justifications



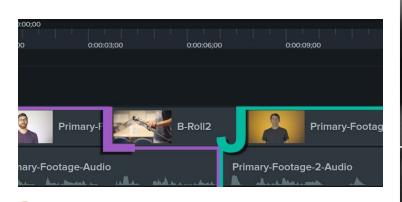




Fig. 2. The dark 'reds' in *The Lighthouse* (1:43:45) and my film with HSL [3:08].



n

BEFORE/ AFTER

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Use before and after shots to show how you achieved your intentions with color, continuity, pacing and sound.



Always connect your comments to your filmmaker intentions







Fig. 3. Using the HSL tool to correct skin tones (blue tints), extreme background tungsten lighting (oranges), and low dynamic range



EDITING & COLLABORATION

Evidence of continued contribution with director and editor through advice, assistance and any scheduled re-shoots as a result of the editing process

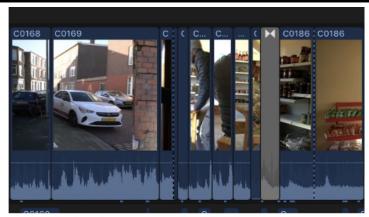
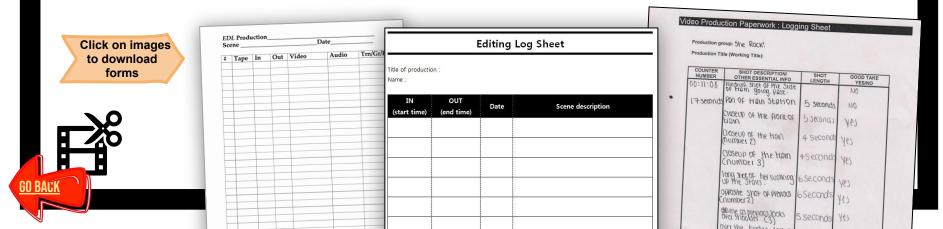


Figure 1. Quick cut continuity editing





# Production EVALUATE

Compare pre-visualization (scripts, storyboards) to final cuts and evaluate the outcome



PERLMAN takes a breath.

PERLMAN (CONT'D)
We may never speak about this again. But I hope you'll never hold it against me that we did. I will have been a terrible father if, one day, you'd want to speak to me and felt that the door was shut, or not sufficiently open.

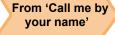
ELIO Does mother know?

PERLMAN

I don't think she does.

But the way he says this means "Even if she did, I am sure her feelings would be no different than mine."



















### Sources



#### **WEBSITES**

- StudioBinder: the Editor
- St Clair Film
   Studies: Editor

#### **FORMS**

Production Sound report





## Links you'll love



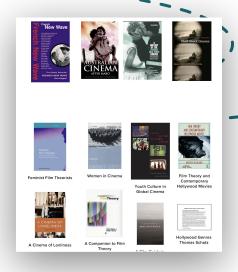
Film Guide 2019



#### Film Roles Explained



St. Clair Film Studies



Click <u>HERE</u> to access scholarly resources



