



Odisha State Open University



Commonwealth of Learning

AUDIO VISUAL PRODUCTION

Video Production (Pre-Production)



Diploma in
Multimedia and Animation (DMA)

DMA-05
BLOCK-2

Audio Visual Production

Block – II: Video Production (Pre-Production)



ଓଡ଼ିଶା ରାଜ୍ୟ ମୁକ୍ତ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ସମ୍ବଲପୁର
ODISHA STATE OPEN UNIVERSITY, SAMBALPUR

Audio Visual Production

This course has been developed with the support of the Commonwealth of Learning (COL). COL is an intergovernmental organisation created by Commonwealth Heads of Government to promote the development and sharing of open learning and distance education knowledge, resources and technologies.

Odisha State Open University, Sambalpur (OSOU) is the first Open and Distance learning institution in the State of Odisha, where students can pursue their studies through Open and Distance Learning (ODL) methodologies. Degrees, Diplomas, or Certificates awarded by OSOU are treated as equivalent to the degrees, diplomas, or certificates awarded by other national universities in India by the University Grants Commission.



© 2018 by the Commonwealth of Learning and Odisha State Open University. Except where otherwise noted, *Audio Visual Production* is made available under Creative Commons Attribution-ShareAlike 4.0 International (CC BY-SA 4.0) License: <https://creativecommons.org/licenses/by-sa/4.0/legalcode>

For the avoidance of doubt, by applying this license the Commonwealth of Learning does not waive any privileges or immunities from claims that it may be entitled to assert, nor does the Commonwealth of Learning submit itself to the jurisdiction, courts, legal processes or laws of any jurisdiction. The ideas and opinions expressed in this publication are those of the author/s; they are not necessarily those of Commonwealth of Learning and do not commit the organisation



ଶା ରାଜ୍ୟ ମୁକ୍ତ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ସମ୍ବଲପୁର
ODISHA STATE OPEN UNIVERSITY, SAMBALPUR



Odisha State Open University
G.M. University Campus
Sambalpur
Odisha
India
Fax: +91-0663-252 17 00
E-mail: info@osou.ac.in
Website: www.osou.ac.in

Commonwealth of Learning
4710 Kingsway, Suite 2500,
Burnaby, V5H 4M2, British
Columbia
Canada
Fax: +1 604 775 8210
Email: info@col.org
Website: www.col.org

Acknowledgements

The Odisha State Open University and COL, Canada wishes to thank those Resource Persons below for their contribution to this DMA-05:

Concept / Advisor

Dr. Srikant Mohapatra
Vice- Chancellor
Odisha State Open University, Sambalpur

Course Writer

Sambit Mishra
Academic Consultant
Odisha State Open University, Sambalpur

Course Editor

Durgadatta Kanungo
AIDB trained, Media Person, Doordarshan

Video Production

Durgadatta Kanungo
AIDB trained, Media Person, Doordarshan

Suwendu Mohanty
Anchor, Doordarshan & AIR
Retd. Reader, Swami Vivekananda Memorial (Auto)College, Jagatsinghpur

Published by :

Dr. Jayanta Kar Sharma
Registrar on behalf of Odisha State Open University, Sambalpur

Contribution of following staff members of Odisha State Open University is acknowledged:

- Sambit Mishra
- Debidatta Behera
- Prashansa Das
- Radhakanta Suna
- Abhinandan Tripathy

OSOU and COL acknowledge the support extended by **Prof. Madhu Parhar**, STRIDE, IGNOU, New Delhi in conducting several workshops in the process of preparation of course material for DMA.

Contents

Contents

Course Overview	5
Welcome to Pre-Production.....	5
Conceptualising Pre-Production	5
Peoples involved in Pre-Production.....	5
Making of Set, Budget and Music etc.....	5
Production Design & other things	6
Course outcomes.....	6
Timeframe.....	7
Study skills.....	7
Need help?	8
Assignments.....	8
Assessments	9
Video Resources.....	10
Getting around this Course material	11
Margin icons	11
Unit-1	13
Conceptualising Pre-Production	13
Introduction	13
Outcomes.....	13
Terminology	14
The Concept	14
Research & Development:.....	15
Visualisation:.....	16
Great pre-perception for better shoot	18
Screenplay Writing:.....	18
Storyboard Making:.....	24
Makingof Shooting Script:	27
The shooting script configuration:	29

Unit summary	30
Assignments.....	30
Assessment.....	31
Resources	31
Unit 2	33
People involved in Pre-production	33
Introduction	33
Outcomes.....	33
Terminology	33
Producer:	34
Executive Producer:	35
Production Designer:.....	35
Production Manager:	35
Production Accountant:	35
Production Coordinator:	36
Director:.....	36
Screenplay Writer:.....	37
Storyboard artist:	37
Art Director:	37
Art Department coordinator:	38
Casting Director:	39
Lyricist:	39
Music Director:.....	39
Cinematographer:	40
Visual effects Supervisor:	40
Crew's Responsibility:	40
Unit summary	41
Assignment	41
Resources	41
Unit 3	42
Making of Set, Music & Budget etc.	42
Introduction	42
Outcomes.....	42
Terminology	42
Making of Set	43
Art Director, the man behind the set	43
Job of an art department coordinator:.....	43
Film Music Composition:.....	44
Film Budget Making:	45
Elements of Budgeting	46
Tips for cutting the budgets.....	47
Going over budget	48
A few cases of Budget:.....	48
Lara Croft: Tomb Raider – The Cradle of Life	48

Terminator 3: Rise of the Machines	49
Spider-Man 2	49
Unit summary	50
Assessment	50
Resources.....	50

Unit 4 **51**

Production Design & other things	51
Introduction	51
Outcomes.....	51
Terminology	51
Production Design:	52
Responsibilities:	53
Location Scouting:	55
Process of Work	55
Job titles and job descriptions:	56
Waste Removal.....	58
Hiring of Equipments:	63
Choosing & hiring of crews:	65
Basic Personnel	66
Where and How to discover Crew:	71
Unit summary	75
Assignment.....	75
Assessment	76
Resources.....	76



Course Overview

Welcome to Pre-Production

In this block, you will learn about two parts of film making like hypothesis and practical. You will find out about the means utilized as a part of making preparations for different mediums like T.V., Film and so on. Other than that you will learn the skill to write a screenplay, shooting script, storyboard, and making of a budget, designs a production and so on.

Conceptualising Pre-Production

This course has been designed for individuals who need to go into the field of Film and T.V. production. In this course you will figure out how to build up an idea. When we are discussing film production we require story, screenplay, dialogue, storyboard and so on. This course will show you how to write story and transform it on the screen.

Peoples involved in Pre-Production

This course has been designed for individuals who want to make a career in the fascinating field of film production. Many of them hone their skills by training hard and shape career as movie produce. They choose their career as per their age, understanding, and expertise.

Making of Set, Budget and Music etc.

This part of the syllabus has been designed for individuals who need to make a lasting impact on the filmgoers. Composing music and designing sets are considered as the creative sections of film making. Production houses spend heavily on these aspects. Other than that you will learn how to make budget for a production.



Production Design & other things

This course is aimed at creating outlines for film making. Outlining a film is not easy as several aspects are needed to be taken care of. This apart, you will have to pick the best location for shooting. In this section it is taught how to handle equipment, artists and crews.

This video will provide a brief overview of this course.

Topic	YouTube link	QR Code
Video 1 –Concept and visual production Preparation	https://youtu.be/f7r9FnASWJU	
Video 2 –Scripting research &Screenplay writing	https://youtu.be/3cjbk1oYb60	
Video 3 –production designing& Location finalising	https://youtu.be/qCpmWJDiRfI	
Video 4 –Character finalising	https://youtu.be/j4yb-yVkUyY	

Course outcomes

Upon completion of Pre-Production you will be able to:



Outcomes

- Learn about writing for Film production.
- Learn about making a storyboard for Film.
- Learn the steps for making budget for small to big budget movies.
- Learn the steps for scouting a location for shooting.
- Get acquainted with the steps of choosing and hiring of equipments with crew members.

Timeframe



How long?

This course will be completed within “2” classes.

This course is of “1” credits.

4 Hours of study time is required to complete this unit.

Study skills



Learning about the audio visual productions are a part of Multimedia Coaching. But, when it comes to creation of an output, there is no specific ABC formula for doing so. It is just like a painting in which the artists choose the colour and proportion according to the need, not as per a written plan.

In creating outputs for TV, Films etc. we have to utilize the software tools from one corner to another randomly. So for every project, the formula is different. There is no fixed recipe for all kind of output. So, the more and more you learn about the options, more variety you will get. Each and every option is explained step by step in the course material.

Apart from this course material, the learner has to adopt the tendency of learning from multiple sources i.e.,

- Internet tutorials



- Video tutorials on youtube
- Collaboration with people working in the industry etc.

Only classroom study will not make you a professional. You have to be active to grab the opportunity of learning wherever you get a chance.

Need help?



Help

In case of any help needed you can browse the internet sites like youtube.com for video tutorials about the subject.

Assignments



Assignments

There will be some assignments at the end of each unit.

These assignments are mostly practical based and should be submitted in CD or DVD. Theoretical assignments are to be submitted neatly written on A4 size sheet.

All assignments will be submitted to respective study centre of Odisha State Open University or as directed by Co-ordinator.

All assignment should be unit wise on separate CD/DVDs clearly mentioning course title and unit on Top. Theoretical Assignment will be neatly filed or spiral bind with cover clearly mentioning necessary information of course.



Assessments



Assessments

There will be "1" assessment for each unit.

All practical assessment will be submitted to OSOU.

Assessment will take place once at the end of each unit.

Learner will be allowed to complete the assessment within stipulated time frame given by the university.



Video Resources



This study material comes with additional online resources in the form of videos. As videos puts in human element to e-learning at the same time demonstrating the concepts visually also improves the overall learning experience.

You can download any QR code reader from Google Play to view the videos embedded in the course or type the URL on a web browser.



Getting around this Course material

Margin icons

While working through this Course material you will notice the frequent use of margin icons. These icons serve to “signpost” a particular piece of text, a new task or change in activity; they have been included to help you to find your way around this Course material.

A complete icon set is shown below. We suggest that you familiarize yourself with the icons and their meaning before starting your study.

 Activity	 Assessment	 Assignment	 Case study
 Discussion	 Group activity	 Help	 Note it!
 Outcomes	 Reading	 Reflection	 Study skills
 Summary	 Terminology	 Time	 Tip



Unit-1

Conceptualising Pre-Production

Introduction

There is a very thin line between TV & Video Production. And producing videos are now become a profession. Many of us are still confused about the production process and producing videos are not less than creating a creative content. In other words you can say Video industry is the content-driven industry.

Every production has to undergo several stages of processing. But the video production divided into three basic stages like-

- Pre-Production
- Production
- Post-Production

Here we will discuss the first stage of film & video production & its functions in production.

Outcomes

Upon completion of this unit you will be able to:



Outcomes

- Describe the concept of Pre-Production
- Use small idea to a large extent
- Explain the fundamentals of Pre-Production
- Visualize the idea before shooting.
- Prepare a rough idea to a visual form.



Terminology



Terminology

Visualisation: Representation of an object, situation, or set of information as a chart or other image.

Storyboard: It is the first planning tool of a film/video project on paper. Sequential drawing sheet of a film/video project.

Script: A kind of written format of text for film, TV, Play, Drama etc.

The Concept

Pre-Production is the most vital stage for any Video production. Much of your time should be spent in planning stage (Pre-Production). Depending on the complexity of the project, 25% will be spent on filming, and the other 15% will be spent in editing, publicity, distribution & transmission.

Pre-Production includes many things like ;

Title-Pre Production work diagram



Attribution-(Created by Author)



Above said all these steps are very necessary to understand the Pre-Production.

Research & Development:

Though Pre-Production is the most vital part in the process of video production, you have to concentrate on research & development. And before you start for shoot you should give stress on what is the purpose of shoot, who is the target audience and in which way you should develop the content.

Why research is necessary?

- Because the content is important.
- Because you have to set your target audience.
- Because the final output timing is necessary.
- Because research shows the actual & accurate budget.
- Research shows how to practically maintain the quality of the production.

Development work will be done by the team members after thorough research. What should be done and what should be avoided is decided in development stages. Final concept of the project is decided in this preliminary stage of Pre-Production.

In this phase of film making, the maker chooses a story. Furthermore, the story is chosen from a thought, play, novel, book, another film, a genuine story, unique thought, a daily paper cutting and so forth. In the wake of recognizing a topic or the message, the maker sits with authors to set up a synopsis. Next work is that the maker creates a blueprint out with the assistance of art director. It separates the story into one-paragraph scenes and that make an emotional structure.

At that point, they decide the treatment required to improve the quality of the production.

In later stages, a screenwriter writes the screenplay. The screenwriter may rework it a few times to enhance the sensation, exactness, shape, characters, exchange, and general style to improve the quality of the venture. Be that as it may, makers frequently skirt the past steps. S/he may build up the screenplays in which financial specialists, studios, and other invested



individuals are informed through a procedure called script coverage.

A film distributor may be contacted at the beginning of film making to help in subsidizing of the film and the conceivable budgetary accomplishment of the film. Executive producers embrace a headstrong business approach and consider factors, for example, the style, the intended interest group, the authentic achievement of comparable film preparations, the on-screen characters who may show up in the project, and potential directors. Every one of these variables infers a specific interest of the task to a conceivable audience amid the projection and transmission.

The producer and screenwriter get ready with treatment, and present it to potential investors and financiers. In the event that the point is effective, somebody may offer budgetary sponsorship. When all parties have made the decision to settle the arrangement, at that point film may continue into the pre-production stage. By this stage, the film ought to have an exact showcasing plan for particular audience.

Visualisation:

Visualisation is the way toward making pictures, charts, or liveliness for conveying an idea or message. Conveying through visual symbolism has been a powerful approach to impart both theoretical and solid thoughts since the development of human civilization. Visualization these days has extended to different segments of science, training, designing, intuitive interactive media, drug, agribusiness, space science and so on.

Followings are the purposes of visualisation behind any production be it a short film, TV commercial or promotional videos.

1. To tell the entire thought in visual shape

Keep in mind that you're working for the visual medium, so you should visualise the entire process of production which would eventually be transformed onto the screen.

- What sort of changes do the characters experience throughout their journey and by what method will you show it before the audience?



- Which sorts of hindrances are likely to be faced by the characters and how would you display them on screen?
- Identify all the sequences and stamp them as plot focuses.
- Design each shot that outwardly improve the screen.

2. To Create a Strong Visual portrayal

Once the story is chosen, you have to make visual attestation. That is the reason it is said that a photo is worth more than a thousand words. Best pictures convey the story rapidly, effectively and strikingly. Be that as it may, there is a few inquiries those may come to your mind

- Has the new information moved the potential change in your scene?
- How would you utilize this trap to draw the viewers and the correct perspectives at the perfect time?

3. To Create the best shooting Plan

When you visualize the shot in your inward vision, you've all the while arranged the camera position on the location. You've likewise distinguished the focal point you'll require. You don't need to be stressed over the specific focal point and its millimetre. It's sufficient to think about the wide angle lens or a zoom lens. Once you've recognized every camera setup, now you've the certainty to make a shot-list and an appropriate shooting design.

4. To Develop the Point of View

All the great stories have a perspective and a "possess method for narrating style." It's vital to investigate that, from whose perspective you'll be narrating the story. Your decision on shot taking should be distinct. If you decide to let it know from the other individual's perspective, your shots will be not quite the same as others. A spectator perspective may require all the more wide shots. These wide shots may at the same time catch the untold segments of the story. Every character in the shot gives a new data.



5. To Lead the Production Team

You need to remember both the imaginative and business parts of the film. Separating individuals in a little group will help you to enhance the standard of the movie.

Your crew members are totally manacled with you and they can't move until you've made sense of how and what you need to be shot. The group can't work until the point when they comprehend what the activity is, the thing that particular range of the area is "encircled in". This should be particular that why and how it is critical in the content. Working through these choices ahead of time doesn't imply that, you can't alter your plan.

Great pre-perception for better shoot

You need to shoot with your vision first and after that you shoot with a camera. Indeed, even essential storyboards help you to investigate shot juxtaposition and sequencing. You see many people with "cool" shot thoughts get into the alter room and locate the "cool shot" but doesn't cut with alternate shots. The main shot often does not coordinate with the second shot.

When we shoot we're working non-direct. Yet, the story is composed in a straight way. While shooting we utilize nonlinear arrangement to unfurl the story and it is the best technique. Stories are generally composed with occasions unfurling sequentially. There are exemptions like the Christopher Nolan motion picture "Keepsake", "Regular Suspects" and others. Conferring top to bottom pre-representation may help you to improve films.

Screenplay Writing:

- It is a composed work by screen writers for a film, video or TV production.
- A screenplay is a more than 100 pages written document and comprises of 12point textual style on 8 1/2" x 11" splendid white three-opening punched paper.
- One designed content pagemeasures up to approximately one moment of screen time. A normal page tally of a screenplay should come in the middle of 90 and 120 pages.



- Comedies may be of shorter duration (90 pages, or 1 ½ hours) while Dramas run longer (120 pages, or 2 hours).

Screenplay is the plan for a film or video project. Experts on the shooting set including the producer, director, Cinematographer, Art executive, VFX director, Set architect and on-screen characters change the screenwriter's vision by utilizing their individual feedback. In spite of the fact that a film is synergistic workmanship, the screenwriter must know about every individual's part. Also, the content ought to mirror the author's knowledge.

In spite of the fact that film is principally visual medium, screenwriters, instead of telling anything, demonstrate the story. A 2-page internal monolog may function admirably for a novel, yet it won't work for Film or TV production.

The advancement, exercises, explanation, feeling and reaction and trades of the characters are also depicted in a screenplay. A screenplay made for TV is generally called a teleplay. It helps in production when you have a grip of the general separating measures. The best, base and right edges of a screenplay are 1" while the left edge is 1.5". The additional half-inch of blank area to one side of a content page takes into account authoritative with cuts. The whole record ought to be single-separated. The principal thing on the main page ought to be the words FADE IN or something to that effect for transition:

Transition

The principal page is never numbered. Back page numbers showed up in the upper right hand corner, 0.5" from the highest point of the page, flush ideal to the edge. Be that as it may, it might shift starting with one screenplay author then onto the next.

The following is a specimen screenplay with rundown of things (with definitions) that depict the screenplay arrange, alongside indenting and organizing data. Screenplay programming will consequently design all these arranging components, yet a screenwriter must have an essential learning of the definitions to when and how to utilize every definition.



JOHN
Well, one can't have everything.

CUT TO:

EXT. JOHN AND MARY'S HOUSE - CONTINUOUS

An old car pulls up to the curb and a few KNOCKS as the engine shuts down.

MIKE steps out of the car and walks up to the front door. He rings the doorbell.

BACK TO:

INT. KITCHEN - CONTINUOUS

JOHN
Who on Earth could that be?

MARY
I'll go and see.

Mary gets up and walks out.

The front door lock CLICKS and door CREAKS a little as it's opened.

MARY (O.S.) (CONT'D)
Well hello Mike! Come on in! John,
Mike's here!

JOHN
Hiya Mike! What brings you here?

Mary walks in, Mike following. Both sit down at the kitchen table, opposite one another.

MIKE
Oh, just thought I'd bring back
your revolver. Thanks for letting
me borrow it last week.

Mike reaches in his pocket and fishes out a hammerless Smith & Wesson. He opens the cylinder with a CLICK and confirms it's unloaded before setting it on the table.

John removes the paper towel from his plate, setting the bacon down on it. Then he takes his sunny-side up eggs from the frying pan and puts them on the plate. He sits down between Mike and Mary.

Title-Sample Screenplay

Attribution-Mendaliv

Link-

https://commons.wikimedia.org/wiki/File:Screenplay_example.svg

1- How to write a decent screenplay

Screenplay is the backbone of any production. Here you will take in a portion of the best, screenwriting procedures to start your alluring screenplay composing.

The secret to making the opening work is not exhausting. Simply give utmost importance to the main lead of the venture in the



screenplay. The contention may or may not be identified with the primary story, but it should first stun the viewers.

These are a couple of ventures of screenwriting methods to get your motion picture/video generation begin. Initial couple of pages of screenplay has a few capacities like-

- It sets up the lead character.
- It demonstrates the time, area.
- The basic component ought to be first and foremost to begin the story.
- The first act ought to build up the fundamental inquiry of the story: What does your lead character need to do, for sure and who remains in that direction?

Other than that, there are a few hints to make the screenplay more appealing.

- Try to maintain a strategic distance from superfluous portrayal in light of the fact that the gathering of people needs to know where they are and a name of the place.
- Don't let the characters to reveal to us what they are going to portray on the screen.
- Don't attempt to set up a protracted content (Not more than 150 pages).
- Though it is a visual medium so attempt to keep up a decent harmony amongst discourse and physical activity.

2- Format of Screenplay Writing:

2 (a) How to write Scene Heading

Indent: Left: 0.0" Right: 0.0" Width: 6.0"



A scene heading is a one-line depiction of the area. It should demonstrate the time of year of when the scene is being shot. It is otherwise called a "slug line." It should preferably written in UPPER Case.

Illustration: EXT. SHOPPING MALL - DAY indicates that the shot is being taken outside a shopping center during the daytime.

2 (b) How to write Sub header

Indent: Left: 0.0" Right: 0.0" Width: 6.0"

Sub headers help a director when some modification is made during the shooting. A decent case is when, there are number of fast cuts between two areas; you can utilize the term INTERCUT and the scene areas.

2 (c) How to write Action

Indent: Left: 0.0" Right: 0.0" Width: 6.0"

Scenes are composed on a present situation. It should be kept in mind that only stationary objects and activities are to be included so that they can be shown to the viewers on the screen.

2 (d) How to write Character

Indent: Left: 2.0" Right: 0.0" Width: 4.0"

When a character is presented to the viewers, its name should be conveyed along with the activities. For instance: The entryway opens and JOHN strolls in to the room. The name of the character should always be in upper case and constantly recorded over his/her lines of discourse. Other minor characters might be recorded without names, for instance "Cab driver" or "Client."

2 (e) How to write Dialogues

Indent: Left: 1.0" Right: 1.5" Width: 3.5"



Compose a solitary line or lines of discourse for each character. The length of the exchange of dialogues may vary according to the pace of the show in scene.

2 (f) How to write Extension

Put after the character's name

Some indicative alphabets should be mentioned in bracket after the name of the character to let the director know how the voice would be heard on the screen. For instance, if the character is talking as a voice-over, it would show up as JOHN (V.O.).

2 (g) How to write Transition

Indent: Left: 4.0" Right: 0.0" Width: 2.0"

Transition of shots should be mentioned as follows:

- CUT TO:
- DISSOLVE TO:
- QUICK CUT:
- FADE IN:
- FADE OUT:

While composing content, you should abstain from utilizing a progress unless there is no other approach to show a story component. For instance, you may need to utilize DISSOLVE TO: to show that a lot of time has passed.

2 (h) How to write shot

Indent: Left: 0.0" Right: 0.0" Width: 6.0"

The length of visual recorded between the on and off of the camera is called a 'Shot'. A shot demonstrates the viewer to the point of convergence inside a scene.

Examples of Shots:

- ANGLE ON -



- EXTREME CLOSE UP –
- ESTABLISHING SHOT-
- PAN TO -
- JOHN'S P.O.V –
- TILT UP-
- TRACK IN-
- DOLLY OUT-

Storyboard Making:

As examined above, arrangement is most important part of the entire production. There are numerous perspectives for pre-production arranging; however we will concentrate on storyboard making.

Storyboard is the primary arranging device for a movie producer. It is the visual portrayal of a film or video project. Shot by shot you create the content and choose how to create each shot on the shooting floor.

A storyboard made with all sincerity helps you manage the budget and the man power. A storyboard brings out thoughts and discovers the genuine problematic spots in your scenes.

Making Storyboard is a crucial and finest part of the production. In the least complex frame, one can draw lines and figures on a notebook. This makes an energized 3D pre-visualization that practically feels like a motion picture. The best part is its suits to customer's pocket.

Before you begin making the storyboard, study and live your shooting areas in subtle mind. You may even take a few previews from potential edges. This sort of field work will give you a superior visualisation and presentation to form the shots on paper. Camera is additionally an extraordinary apparatus for making an essential storyboard. Subsequent to taking many pictures, stack the photos into a PowerPoint introduction and afterward play the introduction to perceive how it streams.



Creation of Storyboard:

Put two lines of boxes on the page with plenty of space above and beneath each column for making notes.

- 1- Match your cases so as to it can help you when you will shoot.
- 2- Have loads of duplicates of your clear sheets.
- 3- Sketch every scene utilizing numerous cases to catch all your proposed shot points.
- 4- Critically analyze the completed item searching for crevices in shot scope or hazardous setups.
- 5- Always utilize pencil since it will help you to erase and redraw.
- 6- Indicate the camera position with kind of camera shots and camera developments.
- 7- Use bolts to demonstrate the zoom's course.
- 8- Use single bolts to convey development.
- 9- Show the bearing of a tilt by drawing the start and consummation in two separate casings. At that point put a bolt and a directional documentation to influence the activity to clear.
- 10- Use the space around each edge to influence notes on camera.
- 11- Also keep a notebook ready where you can note down the required apparatus, sound impacts, props, make-up and embellishments.



Pre-visualization helps you take your project to the next level. You will get two sorts of advantages in this kind of storyboard like-

- **A)** It makes for a compelling customer introduction. They can without much of a stretch handle how your idea will truly function.

- **B)** It can help you to imagine better complex sequences that are difficult to draw on paper.

When you are done with your storyboard, proceed to arrange your shooting technique. The scenes in your content may require various camera angles. If you are recording with a single camera, shoot the scenes directly with fixed lighting arrangement. Make the shot list by looking through a scene's storyboard and noticing which casings can be taken amid a similar setup. Keep in touch with them together on the rundown. At that point utilize your shot list as a guide, and verify shots as they're taken. You will shield yourself from skipping a critical close-up or building up wide-shot.

Another advantage of the shot list is in making a calendar. You can get a harsh picture of how much time it will take to shoot a scene according to your designs. The crew members, just with a look at the shot list, can see how many shots are left in a particular set up so that they can plan for the following setup.

In the event that you don't have involvement with storyboarding and shot records, at that point give yourself a training run. Watch a scene from a motion picture, TV show or business. Keep your remote beside you, and note the camera angle changes, screen activity at regular intervals. At that point hold out your storyboard paper and draw a couple of minutes of the scene.

Lighting and camera work are great aptitudes to learn. In any case, keep in mind the expertise of planning. By the day's end, it's a speculation of time which would prove vital



Making of Shooting Script:

The shooting script is more intricate, exact, overwritten form of the screenplay. Not at all like what good judgment may recommend, the shooting script is not written by the screenwriter. It is composed by the director alongside his cinematographer, while both examine everything required for the film.

In wide terms, the primary distinction between the screenplay and the shooting script is that, the screenplay is an offering apparatus, while the shooting script is a production instrument.

At the point when a screenwriter pens the screenplay, s/he is endeavouring to offer, to the exclusion of everything else, the story. In this way, he needs to make a smooth read with an agreeable stream, generally his/her screenplay and diligent work wind up in the wastebasket. Screenplays should contain next to zero course at all. Directing the movie and calling the shots is not the writer's undertaking; it is the Director's obligation.

While your script is being written, its motivation is to enable readers to comprehend the story, however once a script is concluded and pre-production starts, the script is modified a tad bit to improve it a calculated outline for the production. When we're part up the script into areas that we can film, those terms are quite recently excessively unclear and could cause lamentable false impressions. As a result of this, we make an adaptation of the last written work content called a shooting content that is altered for our necessities in pre-production.

The script is conveyed and referenced while the film is underway too. Before making a shooting script, influences a reinforcement to duplicate of your written work. That way the last draft of script stays in place and all pre-production changes occur in the new duplicate. At that point, you need to number up the scenes.

These numbers are truly critical and shouldn't be changed at any point of time. After the film is shot we need to shoot a pickup scene that may need to go between scenes.

While making a shooting script, ensure the areas and time of day/night for each slug line. We require underwriting the name of each character on the first occasion when we see them in the content. We underwrite huge sounds. We could likewise include



camera angles and movement under the supervision of the director.

Sometimes these things will be capitalized by the screenplay writer. In any case, these are the underlying changes we make while making a shooting script. The subsequent stage is to introduce props.

During pre-creation stage, the director changes the story according to his shooting content. The shooting script is ordinarily splitted into shots, including exact cinematography wording. For example, close-ups, Long shot, panning, dolly in, overexposed and so on. Before main photography begins, the shooting content is arranged according to the scheduled of dates.

a) A Guide to writing a shooting script

The shooting script is the producer's approach to discuss well with alternate departments of a production. It additionally spares time and money. Other than that if you're shooting content is finely written, the chances of committing errors would be less.

Shooting script is a critical apparatus to convey your director's vision to the team alongside storyboard. In the shooting script the director is separating the screenplay into number of shots. So it is a sort of another draft of the script composed by the director, in this manner the shots you write in the shooting script will characterize the scene.

b) Arrangement of shooting script

Before you have a look at the shooting script, ensure that, the script is elegantly written and to be in the correct manner. It is essential. In case, the content is not composed in proper manner, you will be left with a broken apparatus and you won't know the correct length of a scene.

Try not to go into an excessive number of subtle elements now; simply consider the general atmosphere. Your subsequent stage will be to ensure the right feel from the shots.

c) Writing the shooting script

At least three significant aspects should be looked into before writing shooting scripts.



1. Camera

2. Lighting

3. Blocking of the characters

The camera

When we say camera, we mean camera angle and the sort of focal point you utilize as a part of the project. Consider the shot you need for each action. You ought to write it first in the script since it encourages director to picture the film better. When you are done, go through all the script and ensure that nothing is left behind. Go through the shots again and think what sort of focal point will present to you the best outcomes.

Lighting and hues

It is high time the directors considered more image techniques to enhance the atmosphere. For that he needs to talk to the executive of photography. He should be given freedom to express his thoughts for a better yield. Your attempt should be to ensure that the subject of the film is communicated by these shots.

Blocking of the characters

The third step is to consider the blocking of the characters. Blocking is the movements of the characters required for filming a particular scene.

The shooting script configuration:

The shooting script is a table equipped with practically everything about the shots. It ought to contain these points of interest including number of the scene, number of the shots, the clarification in the matter of who is in the shot, what is going on in it, time – day/night, area Indoor/outdoor, the exceptional camera needs (like Steadicam, helicom, submerged camera or activity cam) and the area of the scene. You need to compose the changes required for each shot and specify extraordinary sound impacts (Sync or foley) that are essential for the scene.



Activity

- Study script, screenplay writing in YouTube and try to identify the tricks in which they would have been made. Try to utilize your skills and learning to develop that kind of ability.

Unit summary



Summary

In this unit you would get to know the basics process of transformation of a small idea into big screen storytelling for visual medium.

Assignments



Assignments

- Define pre-production in 5 lines.
- Describe the names of software used for screenplay writing.
- Explain the need of research in Pre-production.
- Define screenplay in 150 words.
- Write down the concept behind pre-production and explain why it is necessary in the first stage of Film/Video production.
- What are the steps to write a good screenplay?
- Explain the necessity of screenplay.
- What are the main aspects of a shooting script?
- Try to write a two character dialogue scene.
- Differentiate between shooting script and screenplay.



Assessment



Assessment

Initially write a short story. At that point make heaps of inconvenience to the main protagonist. After the improvement, include few characters and suitable discourse into the story. At that point divide the story into little scenes.

Resources



Reading

- <https://issuu.com>
- <http://www.oercommons.org>
- <http://digitalfilmfarmworkshops.com>
- <http://www.storyboardthat.com>
- <https://en.wikipedia.org>
- <http://www.indiewire.com>
- <https://goodinaroom.com>
- <http://www.elementsofcinema.com/>



Unit 2

People involved in Pre-production

Introduction

Even as it is a medium of art, still it is considered as a community oriented medium of science and business. Number of artists, expert and different groups of people are engaged with the procedure of film making. At the time of shooting the director did his/her work with the assistance of other crew members. Quite a few numbers of talented and expert hands including chief associate, second associate, second unit director, script supervisor, and cameraman needed to raise the standard of the production.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Describe the people involved in pre-production stage
- Use their talent and skill in pre-production
- Explain the responsibilities of each skilled person in pre-production
- Know the work structure of every crew member

Terminology



Terminology

Skilled:	Showing the knowledge, ability, to perform a certain activity within a stipulated time period.
Agreement:	A negotiation, typically legally binding arrangement between parties for a course of action.
Technician:	An expert for practical application of technology in film making.



Casting: Selection of certain individuals to play their parts as actor, dancer, singer, etc for a particular role or part in a script, screenplay, or teleplay or in the film.

By this time all of you must have the knowledge that Pre Production is the most crucial stage for any sort of film/video production.

A large no of individuals are engaged to bring the best output. They are divided into three parts

- 1- **Highly skilled or fully professional**
- 2- **Semi skilled or professional**
- 3- **Unskilled or amateur**

Highly gifted people groups are exceptionally experts and they know how to do their job effectively in coordination with others including the director of photography, sound engineer, VFX supervisor, art director and stunt coordinator. Operating cameraman, assistant cameraman, lighting chief and others are proficient people groups who are associated with the production stage. In any case, while we are discussing pre-production stage then production designer, production assistant, executive producer play crucial roles.

There is no such department called production. However, as indicated by some expert's work, a division is formed and known as production office. Furthermore, a certain groups of people are included under this department. Let us quickly talk about it.

Producer:

The key individual who makes the film is known as Producer. A film takes shape due to his/her fascination towards craftsmanship and culture. At the end of the day s/he bears the entire cost of the production. After total discussion with the director, producer takes the financial burden. S/he often has to sit with the script writer and director for story, location, and casting director.



Executive Producer:

Executive producer executes the investment of producer. Till 1980 Line producers are known as executive producers in Hollywood. They used to go to the shooting spot oversee the creative parts of the production. The executive producer often invests fund as and when required.

Production Designer:

The production designers are in charge of the visual splendor of a film, TV or theater production. They pick up a style for sets, areas, designs, props, lighting, camera angles and costumes, while working intimately with the director and producer.

Once the idea is selected, designers name and deal with art department, which devise a plan and form a team. Designers should have expertise in film, TV or theater production despite the fact that they do have some assistants to oversee things. In the theater, production designers are called stage or set designers.

Production Manager:

The responsibility of the production manager includes:

- 1- Chalking out plans with actors and actresses to finalize shooting dates.
- 2- Transportation of crew members and artists n to shooting location.
- 3- Production administration and management
- 4- Preparation of Budget

A production manager deals with every single administrative issue and mostly keeps the director free of burden.

Production Accountant:

Film making is an expensive venture therefore a huge amount of money is pumped into the production. So, the role of a production



assistant is crucial as s/he keeps all the accounts starting from the pre-production stage till the release of the movie.

Production Coordinator:

A production coordinator is the person who plays the role of mediator between the producer and others. His/her part is essential in a film production.

The coordinator decides the following aspects of film making:

- 1- Location of the shooting
- 2- Arrangements of required equipment
- 3- Hiring of professionals

Director:

There is a person in each and every family, who manage the entire family and whose instruction is carried out by family members. And s/he is known as the head of the family. Similarly, the director is the captain of the ship or hey person in the film making.

His responsibilities include the location of the shooting, which lighting condition is best to shoot, the kind of cameras and so on. Most directors are called the 'Jack of all trades'. They know every segment of film making. Some are there who assumes the responsibility of producing and directing. There are a lot of cases in Bollywood like-Raj Kapoor, Raj Kumar Santoshi, Raj Kumar Hirani, David Dhawan, Sanjay Leela Bhansali and so on. Director's innovativeness, vision, specialized learning, solid self control, right administration aptitude, aesthetic and business mind sets the silver screen on fire.

In pre-production stage a director discusses the story with the producer, artists, art director and cameraman and others. If required, then s/he corrects the whole story and sequences. Before going for shoot s/he talks about each subtle elements of the film with the chosen crew members.



Screenplay Writer:

A screenplay writer is an essayist. S/he is the individual who writes screenplays for several mediums such as stages, films, TV projects, funnies or computer games.

Each screenplay and teleplay begins with an idea or thought. These days, however, scripts are mostly written on current issues and biopics are also made. Screenwriters who frequently pitch new ideas, regardless of whether unique or an adjustment, don't become jobless.

Storyboard artist:

A storyboard artist envisions stories and representations, frames of the story. Quick pencil illustrations and marker renderings are two of the most widely recognized conventional systems, albeit now days Celtx, and other storyboard applications are regularly used to draw storyboard. The computerized camera is one of the most recent procedures in making storyboards.

They are generally independent specialists, commonly procured by art director and movie director. Commonly independent storyboard artist will have a place with at least one storyboard organizations much like an illustration agency.

Numerous storyboard specialists these days start and complete their work on PCs utilizing programming and advanced pencils or a graphics tablet. Storyboard artists may utilize photographs to make visuals where stock photographs or photographs taken particularly for the task are assembled carefully to deliver a photographic portrayal called a photo visual.

For movies, a few movie producers, directors, and makers utilize clip art PC programs intended to make storyboards, or utilize a devoted 3D storyboarding programming, or a more multi-purpose 3D program which can likewise be utilized to create components of the storyboards.

Art Director:

An Art director is a man who is in charge of each one of those properties and set, that is required for shooting at area. His/her guideline is completed by his/her group to develop a set. Art



director's work begins after the scripting. In this stage Art director talks about with director about every shot, at that point trains his/her group to fabricate another set by the request of the every scene. Art director conveys his/her full and effective group to make the set in time.

Art Department coordinator:

Continuously the art department is the greatest department on any film production, because of its group individuals. Art Department coordinator coordinates everyday administration. These people groups must be very proficient and sorted out to adapt to the day by day to every day work stack.

Their primary obligation is to co-ordinate information between the accompanying departments like: set decoration, props, production, locations and construction. They are ordinarily accountable to the supervising art director and the production designer.

They are among the first to be utilized in a film's art department. As a rule they start working with the production manager. They ensure that art department spending plan (e.g. work costs, set dressing, wraps, and so forth.) is monitored properly. Along these lines correspondence is made between film's producers through the production manager.

Art department coordinator plays out an extensive variety of jobs including:

- 1- Compilation of costumes
- 2- Schedule for the art department; sorting out transport and travel related issues
- 3- Shipping hardware during overseas schedule
- 4- Supplying duplicates of all illustrations and data.
- 5- They additionally download and set up all area photos for the Production Designer and make a rundown of all sets for the construction.

Art Department coordinators examine all location notes with points of interest of development, dressing and vehicle



prerequisites. They also arrange authorization letter from the concerned authorities for shooting requirements. They also oversee health and safety issues.

During shooting, they needed to be contacted by the standby art director who liaisons with them about any pressing needs.

Art Department organizers deal with an independent premise and might be required to spend long time working far from home.

Casting Director:

Casting director is the individual who chooses the character for every single scene. He organizes audition for this selection process. Before picking up anybody, he hands over a page of script to an actor to show his skill before the director and casting director. A good performance during audition lands the actor in a role for the project. As so many characters are there in a movie or production, it takes even a week to finalize the actors for a project. Each aspirant is selected on the basis of his/her aptitude, capacity, conduct, persistence, dialogue delivery style. In spite of the fact that each character is unique in his/her own capacity, casting director takes utmost care to finalize the casting.

Lyricist:

A lyricist writes the lyrics of the songs. A successful lyricist works closely with a music director of a production. Commonly, a lyricist plays a crucial role in the success of a movie.

An average lyricist manages to operate admirably with other members of the music team. A decent lyricist can come out with some very good lines, which enhance the quality of a music album.

Music Director:

Music director is the head of music department of a production. However, the job of a music director is extremely troublesome in Indian Film industry. Despite the fact that Indian audience cherishes music, the part of music in Indian movies is critical and unequivocal. Before shooting, music director makes music with Lyricist and director for movie. Music director adds to the circumstance in a movie with his soulful creation working in tandem with director and uses it in the movie.



Cinematographer:

The most imperative division in the production is filming the scene. It is done specifically under the supervision of cinematographer. Cinematographer is the individual who knows the whole traps of photography, lighting and camera systems. S/he trains the camera administrator and other technicians. In pre-production stage a cinematographer examines every details of each and singular shot with the director.

Visual effects Supervisor:

The most innovative, otherworldly shots and scenes are conceived under the immediate supervision of visual effects supervisor. Before shooting visual effects supervisor speaks to the director, cameraman, and production manager for execution of the special effects. Several professionals are engaged to enhance the standard of visual effects.

Crew's Responsibility:

A group of people plays very important role in the success of a commercial feature film and they are called the crew members. The success of a movie depends upon the level sincerity of the crew members. Crew sizes fluctuate depending upon the scale of mounting. Some specialized crew members identified as day players, carpenters, crowd specialists, security guards, and so on.



Unit summary



Summary

In this unit you learnt the key people and the role they play at the pre-production stage of a production. What's more, in the wake of perusing this unit you comprehended that every one's part is extremely novel and testing in the film production.

Assignment



Assignment

- Discuss the role of Producer in Film/video making?
- Who is responsible for all the expenditure in the shooting?
- Who is known as the captain of the ship?
- Describe the role of a music director in Indian film industry.
- Briefly discuss the works of a production coordinator.
- Write down the three categories of people worked for film making.
- What is the role of visual effects supervisor in the pre-production stage of film making.
- Who is responsible for the implementation of Health and safety procedures?
- Whose job is very important in Indian film industry?
- Who are capable of writing both words and music piece?

Resources



Reading

- <https://www.sokanu.com>
- <http://www.thevideoeffect.tv/>
- https://en.wikipedia.org/wiki/Main_Page
- <http://filmincolorado.com/>



Unit 3

Making of Set, Music & Budget etc.

Introduction

Ahead of beginning the shoot of a film, a large number of tasks are to be completed by experts with refinement. Making of a striking set to shoot is always expensive than doing it in natural location. Making of music, making of budget and making of set are to be discussed in this unit.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Describe the set making process in pre-production stage
- Elaborate the responsibilities of art department
- Explain the importance of budget in film making
- Know the music talent of Indian film industry

Terminology



Terminology

Set: Representation of a building, palace and other properties as and when required by the director.

Storyboard: It is the first planning tool of a film/video project on paper. Sequential drawing sheet of a film/video project.

Diegetic Sound: Type of sound which is visible in screen.



Making of Set

Set making is the procedure to construct full-scale view, as determined by an art director working in a team with the director of a film or any other production.

The set designer creates illustrations and realistic views, research about properties, surfaces, etc. Designers and most business theaters have started creating scale illustrations with the assistance of PC drafting projects, for example, AutoCAD, or 3d max.

Art Director, the man behind the set

It is the art director's business to understand the imaginative vision of production designer and director to improve the standard of production. The art directors are the vital components in theaters, short films, feature films, advertisements and varieties of TV productions.

In bigger productions, art directors take charges of the work routine and the art department budget. On a few occasions, the art department may comprise of just the production designer, art director, and a few assistants.

The art directors dissect the content to distinguish all props or extraordinary things those are required by the directors. On a big budget film or TV production, this work may begin four to five months before the shooting. On low budget productions, it can be as less as one month.

It's vital for an art director to work with other concerned divisions. They work together intimately with the Location Manager to consult about when and where the locations can be readied. They should discover savvy inventive arrangements which add to the splendor of the production. On location, they additionally look after the safety arrangements.

Job of an art department coordinator:

The art department is a indispensable part of any film or TV production. Art department coordinators give everyday



administration and support to help keep the division running successfully. They should be exceptionally fit and sorted out individuals to adapt to any situation required by the production team.

The coordinators are answerable to the supervising art director and the production designer. They fill in as a scaffold between the art department and production.

They are among the first to be utilized in a film's art department. They as a rule begin their work with the production manager. They clarify the art department spending plan (e.g. labor costs, set, dressing, props and so on).

Art department coordinators play out varieties of roles including:

- 1- Compiling of locations those may include house, hill, palace, school, hospital, police station and so forth.
- 2- Preparing calendar for the art department;
- 3- Organizing transport and travel;
- 4- Shipping equipment when working overseas
- 5- Supplying duplicates of all illustrations and data;
- 6- Download and set up all location photos;
- 7- Make a rundown of all sets for the construction
- 8- Preparing of set dressing budget.

Art department coordinators are considered the most capable individuals in a production unit. At times they chip in with their assisting skills to help out the production designer.

Film Music Composition:

Indian films are incomplete without regular doses of dance, music and songs. Film music not only adds value to a scene but impacts a film's overall appeal immensely.

Film music makes disposition and fortifies importance of film. Music is not seen as a rule but it comes in the sequence in a natural manner.

At present, music is routinely showcased as a ware from the films for which it is formed or made. It has its own auxiliary crowd. By



and large Film music has gone up against its very own musical existence since the arrival of compact disc. The lyricist composes the verses in types of expressions of the melody which are set to tune by the music arranger or music director. S/he is helped by an orchestra. The melodies are sung by proficient and prevalent vocal artist. They are playback vocalists who play back for the actors.

Tunes in Bollywood motion pictures are purposely created with lyrics. These are regularly composed by recognized lyricists and frequently inserted into the music track. In Hollywood, a writer who exercises considerable authority in film music is in charge of the main part of music on the film's soundtrack. While in a few films melodies may assume an imperative part in some Bollywood films.

Bollywood film tunes regularly utilize outside instruments and revise existing tunes. Bollywood films comprise various genre of music like Ghazal, Disco, Qawwali, Devotional, Pathetic, Patriotic, Thematic and so forth.

The different employments of dialects in Bollywood tunes can spellbind the listeners. A few melodies incorporate different dialects, for example, Urdu and Persian, and it is normal to hear the utilization of English words in tunes from present day Hindi motion pictures. Other than Hindi, a few other Indian dialects have likewise been utilized including Braj, Avadhi, Bhojpuri, Punjabi, Bengali and Rajasthani in Bollywood films.

Presently film soundtracks are uploaded in social networking sites like Youtube much before the film is released in theater. Earlier, radio was the only medium of film music yet with the introduction of satellite TV and FM radio the situation has been changed radically. Also, the appearance of new media like web has changed the audience group.

Film Budget Making:

Budgeting a film is a procedure required to make a financial plan for the production. The budget is fundamentally a report, which can run into more than 150 pages in length. It is utilized to secure financing for and prompt the three phases of the film making.

As a rule a budget is divided into four segments like:



- 1- Above the line (talents, procuring of types of gear, location and so on),
- 2- Below the line (direct production costs),
- 3- Post-production (editing, visual effects, and so on.),
- 4- And others (insurance, completion bond, promotion and so on.)

The budget excludes film promotion and marketing, as it is the obligation of the film distributor. However, sometimes the producer bears the cost of film promotion.

Elements of Budgeting

Story rights: As discussed earlier, a film's success depends on the quality of novel, music or computer graphics. It can cost anything from two or three thousand. A unique screenplay from a writer can cost more.

Screenplay: While the remuneration of a screenplay writer in India depend on the paying capacity of the producers, in US Columbia Pictures pay 2 percent of the gross profit to the screenplay writers.

Producers: Film producers and executive producers are the key individuals who put resources into a film production.

Director: As the director is the captain of the ship he is one who receives the bouquets and the brickbats. When move does well a director walks away with the credit while the failure also attributed to him. What we see on a screen is the imagination of the nobody but the director.

Production costs: The cost of delivering the film includes gear procurement, wages of the crew, production configuration, set making, studio costs, costumes, cooking, settlement, transportation, travel, inn stay, and so on. The director of photography is typically the most generously compensated individual from the crew.

Visual effects: Now a day each story demands greatest measure of VFX shots and the best thing is, it looks normal in extra large screen. Though the cost of computer generated imagery and other visual effects enhance the quality of a movie, it needs loads of diligent work.



Music: The music arrangers who are in demand ask for fat remuneration for their unique score. Some movies may not look good content wise but they get away and become a hit because of their music albums. Ordinarily, the music budget of a noteworthy film is around 2 percent of the last aggregate. In any case, some film's music budget crossed million.

Tips for cutting the budgets

Elimination of night scenes-

Shooting around evening time requires intense/costly lighting and the payment of crew members during the evening is more than usual. For Example, Broken Arrow (1996) cut expenses by several dollars by dispensing with the night scenes from the content. Numerous directors have utilized the "day for night" system for this cost cutting purposes.

• Avoid area shooting in celebrated regions-

Shooting a scene on, profoundly bustling region for instance, the Parliament of India/Mumbai Railway Station requires halting movement with a high security caution. On the off chance that the director moved the shooting area to a set then the production can save significantly. Besides, a few areas, (for example, business ventures like inns, eateries, bars and dance club) are more ready to permit filming than others. A few producers who work on a low-budget, generally abstain from paying area charges and look to catch shots at set or by vfx.

• Use obscure, not-well known on-screen characters-

Striving for obscure and not well known on-screen characters and performing artiste is the best alternative to cost cutting. Picking of settled motion picture stars demands more cost than obscure performing artists.

• Film in another district

For instance, numerous Hollywood films set in U.S. urban areas are shot in Canada to exploit bring down work costs, subject to



fluctuating trade rates. They exploit government and commonplace endowments intended to develop and maintain the film and TV production ventures in the region. Numerous U.S. states have reacted with impose motivations of their own.

Going over budget

In the US film production framework, producers are regularly not permitted to surpass the underlying budget. Exemptions have obviously been made, a standout amongst the most prominent cases being Titanic (1997). Director James Cameron ran on solid land with the budget and offered his charge back to the studio. In different nations, producers who surpass their budget have a tendency to eat the cost by getting less of their producer's expenses. While the US framework is productive and can stand to go over budget, some other nations' film businesses have a tendency to be financed through government appropriations.

A few cases of Budget:

A portion of the motion picture studios and production houses are hesitant to give the best possible budget. Here a few cases of budget are given from the web sources.

Lara Croft: Tomb Raider – The Cradle of Life

- **Story rights and screenplay:** \$4 million
- **Producers:** \$4 million
- **Director ([Jan de Bont](#)):** \$5 million
- **Cast:** \$17.25 million
 - **Angelina Jolie:** \$12 million
 - **Extras:** \$250,000
 - **Other (inc. Angelina's perks):** \$5 million
- **Production costs:** \$67 million
- **Set design and construction:** \$17.8 million
- **Visual Effects:** \$13 million
- **Music:** \$3.3 million
- **Editing:** \$3 million
- **Post Production costs:** \$1.6 million

Total: \$118 million



Terminator 3: Rise of the Machines

- **Story rights ([Carolco](#) and [Gale Anne Hurd](#)):** \$19.5 million
- **Screenplay:** \$5.2 million
- **John D. Brancato & Michael Ferris:** \$1 million
- **Director ([Jonathan Mostow](#)):** \$5 million
- **Producers:** \$10 million
- **Cast:** \$35 million
 - **[Arnold Schwarzenegger](#):** \$29.25 million + 20% gross profits
 - **Arnold's perks:** \$1.5 million
 - **Rest of principal cast:** \$3.85 million
 - **Extras:** \$450,000
- **Production costs:** \$58 million
- **Post-production costs:** \$4 million
- **Visual effects:** \$20 million
- **Music:** \$2 million
- **Other costs:** \$33.6 million

Total: \$187.3 million

Spider-Man 2

- **Story rights:** \$20 million
- **Screenplay:** \$10 million
- **Producers:** \$15 million
- **Director ([Sam Raimi](#)):** \$10 million
- **Cast:** \$30 million
 - **[Tobey Maguire](#):** \$17 million
 - **[Kirsten Dunst](#):** \$7 million
 - **[Alfred Molina](#):** \$3 million
 - **Rest of cast:** \$3 million
- **Production costs:** \$45 million
- **Visual effects:** \$65 million
- **Music:** \$5 million
- **Composer ([Danny Elfman](#)):** \$2 million.

Total: \$202 million

(Source- Wikipedia.org)



Unit summary



Summary

In this Unit we have learnt the key persons involved in making the set, budget, music, and their role and responsibility in the preproduction stage. Besides that you have acquired the knowledge about the elements of budget and how to minimize the cost in budgeting.

Assessment



Assessment

- Discuss the role of Art director in Film/video making?
- Who is responsible for all the expenditure in the shooting?
- Who is known as the bridge between art and production department.
- Describe the role of Music director and lyricist in Film industry.
- Briefly discuss the works of an art department coordinator.
- Write down the process to minimize the cost of budget in film making.
- Briefly discuss the element of budgeting in 100 words.

Resources



Readings

- <https://www.futurelearn.com/>
- <https://www.youtube.com/>
- <http://www.thevideoeffect.tv/>
- <http://www.magix.com/us/movie-making-software/>
- <https://en.wikipedia.org/>



Unit 4

Production Design & other things

Introduction

As discussed earlier, production is the activity of making or assembling of raw segments or crude materials to a finished item. At the end of the day, it is compilation of good things. Every assembly unit needs crude materials, apparatus, areas for foundation and man forces to run it. Much the same as some other businesses, film is considered as an industry. It needs individuals or a group of individuals for both before the camera and behind the camera to complete the job. In this unit, we will talk about the area requirements for shooting, the hiring of gear and picking of crew individuals.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Describe the peoples involved in pre-production stage
- Use of their talent and skill in pre-production stage
- Explain the responsibilities of each skilled person in pre-production

Terminology



Terminology

Skilled:	Showing the knowledge, ability, to perform a certain activity within a stipulated time period.
Agreement:	A negotiation, typically legally binding arrangement between parties for a course of action.



Technician:	An expert in the practical application of a science, technique of an art or craft.
Casting:	It is the pre-production process for selecting a certain type of actor, dancer, singer, or extra to enact a script, screenplay, or teleplay or in the film.

Production Design:

The production originator is the individual in charge of the whole procedure of planning.

He regularly uses the storyboard as a guide and cashes in on an opportunity to make representations of the settings. Film is the successor of painting and theatre. Film has fused a considerable lot of the angles from its antecedent. Outline for sensible films has an incredible arrangement to do with visual generalizations the way the watcher anticipates that specific things will look. In the event that content requires the foundation of an upscale home, certain components can be utilized to make that impact. In the event that the objective is to build up a secluded, run down mountain lodge, different parts can be joined to propose that. Those settings for a dream film might be progressively the formation of an imaginative designer.

Visual environment characterizes character well in the film. A littered domain has a tendency to set up comparative qualities in the character. Numerous different components add to the tone and climate of a scene. Shading assumes a vital part, with scenes being imagined in an assortment of passionate tones to earth tones.

A film can clearly go in a wide range of bearings as far as stylistic theme is concerned. The key is that it needs to go some place. In the event that low budget films have a typical falling flat, it is that they much of the time do not have a predictable way to deal with visual style. Frequently this is both an enhancement and a camera matter. It is additionally to a great extent a monetary reality. Low budget films regularly stall out in the areas that are accessible to them, shooting without the assets or an opportunity to change things.



Production Designer:

Production originators are the individuals who are in charge of the visual idea of a film, TV or theatre production. They distinguish an outline style for sets, locations, illustrations, properties, lighting, camera angles, make ups and costumes. S/he is working intimately with the director and producer.

Once the idea is chosen by the creative director, designers typically name and deal with a workmanship office. The workmanship office incorporates an outline and development group. They regularly frame a solid association with a specific director, who they may work with on numerous productions.

Designers must have the practical experience in film, TV or theatre. In the theatre, production planners are additionally called stage or set architects. Production architects must have the information of-

- Drama/theatre studies
- Architecture
- Creative/performing/technical arts
- Graphic design /illustration
- Interior outline
- Theatre/execution outline
- 3D design
- Landscape architecture/design
- Fine art/visual art

Responsibilities:

Most production designers fill in as freelancers. The imperative piece of their work is advertising their aptitudes and experience, in making contacts and preparation agents.

Their first errands typically incorporate illuminating the brief and concurring an appropriate charge and timescale for the production, which is some of the time done by an agent.

After this, undertakings may include:



- Reading the total scripts to recognize factors that demonstrates a specific visual style
- Considering the production brief, which can be in form of written or verbal?
- Meeting with the producer and director to talk about the ideas and the production necessities
- Sourcing fitting materials and looking into effects
- Researching on each viewpoints like art, history, legislative issues, history and producing design ideas
- Planning and observing to outline the budget
- Providing scale illustrations or models for studio or area sets
- Researching, evaluating and setting up a property list
- Producing plan thoughts for outfits, wigs, properties, enhancements, make-up and illustrations
- Identifying and surveying potential spots like studios and areas
- Presenting thoughts to other crew individuals engaged with the production, for example, performing artistes and camera administrators
- Hiring and dealing with an art department crew or team members
- Instructing the set development organization, picturesque craftsmen and enhancements experts and observing their work
- Collaborating with the costume designer and the director of photography, and additionally the properties, lighting chief and sound engineer
- Attending blocking, rehearsals and shooting to exhort on visual presentation
- Checking sets and locations amid shooting to ensure that all the necessities are met.



Location Scouting:

The audience expects everything about the product to be wonderful. Furthermore, from the production perspective, a best area gives the absolute best. Also, legitimate area exploring brings about the best area. Area exploring is a crucial procedure in the pre-production phase of filmmaking.

When scriptwriters, producers or directors have chosen what general sort of landscape they require for the different parts of the scene that are shot outside of the studio, they look for an appropriate place or "area" outside of the studio. Once in a while location scouts arrange legitimate access to filming areas.

Location necessities

Appropriateness of an area relies upon many components, including:

- Overall aesthetic
- Financial cost of production
- Logistic plausibility inclusion
- Distance from base of operations or different areas planned
- Availability of stopping and offices to keep crew and ability protected and dry constantly
- Availability of electrical power or plausibility of getting generators for lights and electrical gear.
- Available light (inside or outside)
- Weather conditions (outside)
- Permission and participation of area proprietor and neighbors, nearby government, and law authorization

Process of Work

The location scouts and different locations department staff (see beneath), working under the supervision of the Location Manager,



by and large endeavor to give the same number of conceivably valuable/reasonable thoughts.

Fixing problems

Taking care of location issues can be an extremely difficult occupation. It requires diligent work for extended periods of time, sharp relational abilities, concentration on each scene what will shoot, capacity to think even one foot or make a move rapidly and mindfully and in addition utilizing specialized aptitudes.

Thought of climate

Nearby climate conditions can consider vigorously along with an area's feasibility and influence numerous regions of production booking, so possibilities and exchange, budgetary-proficient plans ought to be made well ahead of time of any shoot day with plausibility to be influenced by climate.

A location with potential to be influenced by climate ought to dependably be cleared and put, ahead of time, with the property proprietor's understanding and assent "on climate hold" or under the condition that production will just affirm utilization of the area and start photography pending suitable climate conditions.

Job titles and job descriptions:

A film crew may have the accompanying titled positions staffed with respect to the Locations Department.

Location Manager

Location manager regulates the Locations Department and its staff, commonly detailing straightforwardly to the Production Manager and additionally Assistant Director (or even Director or potentially Executive Producer). Location Manager is in charge of all last clearing of a location for shooting and should frequently help Production/Finance Department(s) in keeping up spending administration with respect to real location/allow expenses and additionally work expenses to creation for himself and the Locations Department on the loose.

Assistant Location Manager



S/he works with the Location Manager and the different departments in orchestrating specialized scouts for the fundamental staff (grips, electric, camera, and so forth.) to see alternatives which the Location Manager has chosen for shooting. The Assistant Location Manager will be beginning amid the shooting procedure to regulate the entire operation, while the Location Manager proceeds with preproduction from on the forthcoming locations.

Location Scout

A location scout does a great part of the real research, footwork and photography for reporting location conceivable outcomes. Location Manager Often do some exploring for himself/herself.

Location Assistant

Location Assistant is contracted by the Location Manager to be on-set some time recently, amid, and after the filming procedure. General duties of the assistant include:

- a- Arriving first at the location to permit the set dressers into the set for arrangement
- b- Maintaining the cleanliness of the location ranges amid shooting
- c- Limiting the effect of a working production crew on the location grounds
- d- Fielding objections from neighbours; and at last, toward the finish of the filming
- e- Managing on-set time and crew concerning the conclusion of the location inside legally allowed time limitations.

There are by and large one to three assistants on a shoot at any given time.

Location Production Assistant

This position exists for the most part on bigger spending preparations. The Locations PA is the assistant who is never beginning, yet rather is continually "preparing" a location or "wrapping" a location. That is, the point at which a location requires a few days of set up and breakdown earlier and following the day(s) of recording.



Parking Coordinator

Parking Coordinator is regularly employed by Location Manager on a need premise. Their work is to direct Parking Staff keeping in mind the end goal to secure and organize crew stopping including gear trucks and individual vehicles. Locations Department and Parking Department may cooperate with neighbourhood law authorization to arrange movement control if the scene is being shot includes roadway.

Waste Removal

Location Department's aura is to be the last to withdraw a location upon wrap and to leave the location in order if worse condition as it existed upon entry. A waste evacuation organization may be enlisted on an as-require premise.

Strategies:

A location scout normally takes graphic, all encompassing photos or video of location potential outcomes. A decent location scout will make photographs of a location probability that mirror the stylish objectives of the generation and will likewise incorporate outwardly illustrative utilitarian photography and data archiving substantially more than exactly what will possibly show up onscreen.

Extra distinct data may include:

- Reverse/interchange edge, all encompassing photography, to demonstrate space accessible for camera, lighting, video assist, hair and makeup
- Geographic arranges, compass directions, other map information as might be pertinent
- Ambient lighting conditions at different circumstances of day (or night), solar information, i.e., angle of sun at various circumstances of day
- Photos of holding/organizing territories and accessible stopping or potentially stopping limitation signage
- Hand representations of road/building layout(s), building/room floor plan(s), room or territory measurement information



- Crew/vehicle gets to information, i.e., entryways, lobbies, lifts, stairs, accessibility and data of faculty required for get to
- Notes with respect to surrounding sound conditions
- On the shoot day, if a set is to be "dressed" (props/furniture included or (re)moved),
- Locations Department as well as Art Department/Property Master Staff/Prop Stylist will photograph the particular zones to be influenced in order to guarantee that the location will be come back to its unique state once shooting is finished.

As we have examined before choosing the correct location is the initial move towards an effective shoot, here are a couple of insights that will empower you as you research to potential film/video shooting areas.

1.Concentration on content. Get an area that that perfectly suits to your story line sets.to explore an area or location this the primary regulation that needs to be worked out.When you will set out to survey your locations, somehow you may face face endless potential outcomes like: natural areas, memorable destinations, unmistakable structures, urban scenes and waterfront settings, and numerous different things. Keep in mind one thing.Pick an area or location that offers itself to the story you want to convey. You should never be bound by your areas or location. Areas are fundamentally rough materials. You need to acknowledge what the substance asks for already for picking a preferred best area or location.

2.Explore at the ideal time. We should be constantly careful about the locations or areas can change according to the weather and the climatic conditions. Choose or check your location or area during day time. Change in locations can create shockingly huge changes on the reasonableness of a location.

Elements that ought to be in your mind like-

- Noise and Traffic
- Visitors for entertainment and amusement spots



- Tourists at beautiful or memorable spots

3.Accessibility of light. Temples, sanctuaries, mosques, churches, dance halls, eateries, amphitheaters and homes for the most part highlight with low measures of accessible lighting. Verify the light levels by shooting two or three snapshots of test film with your handheld or mobile camcorder.

Look at the window curtains that can be opened to allow light. Sometimes you may wish to acquire lights or approach the location proprietor for authorization to supplant the knobs in available light apparatuses with brighter lights.

4.Power supplies. Numerous open air locations are a long way from control sources and apart from this some AC challenges could be faced in indoor locations. Hence conveying with numerous batteries of camera could be dependably a smart thought. Be that as it may, regardless you'll have to assess your energy choices at any location what you will pick.

- How will you offer energy to your lights?
- What on the off chance that you do wind up depleting every one of the batteries?
- Could you find any place to connect to the charger?
- Whether the selected spot is remote and adequate to influence an auto to lighter AC connector a smart thought?

5.Perfectly clear sound. Perfect, amazing sound is vital for making a film. Search for a hush that guarantees and provides you the location as per your desire.

The whooshing sound of activity, sound of commotion of running water, and the sound from echoing of voices and developments all would be able to hinder amazing sound. As soon as you explore the location, verify all these conditions after tuning in to your camcorder's mouthpiece pickup via headphones. Your codeless microphone should be tested at the location too, and listen careful and intently for an impedance.



6. Inspect the influencing components. Rain, Sun, wind, warm, snow, icy –these all could be helpful or may hinder, contingent upon your want to include over the film. In this way, it's basic to know and verify the figure as you will be exploring.

Film cameras are not affected by rain, salty shoreline, dampness from waterfalls or air. Smearred lens and water or salt inside the card reader can spell catastrophe. Splendid, hot or sunny locations that's having loads of daylight could likewise may be a major issue: grey and black bodies of camcorder ingest the beams of Sun and results in their overheating when it remains uncovered.

Cool temperatures can deplete batteries and make you and your aides awkward rapidly. Always have try to keep hardware warm by putting away the same covered in a coat or auto till the point when you will be prepared to shoot, and by wrapping it in an extra scarf or coat during taping.

7. Choose where to shoot. Ensure for having satisfactory space for setting up the greater part of your rigging, with the goal that you're ready to get the shots you have at the top of the priority list. A little issue may appear for example the ideal location for a shoot, till the point when it's been understood that the site may not have sufficient space for positioning your rigging. There might be a lot of room in a vast area similar to a hut or a theater, yet you will most likely not be able to meander uninhibitedly. The moment you explore for the location confirm that you have physically visited the spots were you will be shooting from.

8. Get appropriate authorization. You should be known that you may have to recieve grants and other legitimate consents for shooting at specific locations. As you're taking a gander at a location, plan a legitimate rude awakening.

- Did you picked a road or walkway location that may obstruct movement?
- Are you intended for shooting on another person's property?

Burial grounds, shopping centers, markets, enterprises and organizations are on the whole private property. Numerous



proprietors will be cheerful to oblige you on the off chance that you ask, however in the event that won't oblige, you have to pick a different location. It will be smarter to secure consent ahead of time than to have a shoot hindered by the specialists.

9. Assess the zone. Keep an eye on interchanges:

- Is there mobile phone gathering in the region you've shot?
- How about an adjacent pay telephone?
- When you have to drive far, have you made arrangements for a breakdown?

Look the region for brisk sustenance stops to fulfill you and your team amidst a bustling timetable and twofold find the address of a nearby gadgets store, in case on the off chance that you have to supplant a link or connector.

10. Lastly, note down! While taking a seat to assess a location following a day of investigating, you may feel happy to have exploring reports to allude to. During the exploring campaigns in your shoot, day by day goes, on your family get-always, and in your inner consciousnesses, you'll run over innumerable locations and evolving situations, every condition would be novel and conceivably essential for you.

Record all the surveys, take still photographs or you could shoot a small video with a running sound editorial.

- Note the season of day
- The nature of the light
- The sounds noticeable all around
- your specific experiences

Here is a rundown of things to pay special mind to.

- **Auditoriums of schools:** poor sound, substantial space, hard to draw near to activity



- **Churches:** lighting may be low, resounding sound, difficult to be unpretentious
- **Parks and Natural Areas:** evolving climate, troublesome apparatus transport
- **Urban Centers:** foundation commotion, high movement and person on foot nearness
- **Beaches:** wind commotion, salt air, sand defilement, coordinate sun
- **Events of outdoor:** rivalry for space, poor sound, swarm commotion

Make sure to recollect the extremely valuable spots that you have explored during this rundown for a location exploring pack:

- **Notebook (or PDA) with composing actualize for field notes**
- **Still camera for making location file photographs**
- **Camcorder with earphones for recording test video and sound**
- **Compass for checking dawn/dusk, wind course, and so on.**
- **Watch for time-delicate perceptions**
- **Maps particularly for remote locations**
- **Cell telephone in the event that something goes wrong**

Hiring of Equipments:

Employing of most recent top of the line and fitting equipments is the most ideal approach to make a best film. Every one of the equipments like camera, lighting and support gear shift amazingly broadly relying upon your need.

What kind of gear you might want to lease and for to what extent it will be utilized? Numerous rental houses offer a 3 or 4 day week.



So the day rental goes down the more you lease it. Everything is based around the day rental.

Additionally most rental houses have outside the box/understudy rental rates. With trade out hand (no credit) and a moment level rigging list autonomous productions can get equip that will do the trap at a small amount of the cost of the huge players needs. Truly simple to cut free a solitary camera and a handful of lights without trading off the huge rentals.

When you are arranging it is simpler for the rental house to toss a couple of more things into the rental at a similar cost than bringing down the quote.

Some rental houses will offer gear protection if the tenant does not have any. This is normally exceptionally pricy. Best to get a production protection bundle somewhere else that incorporates rentals. Depending what you are leasing you could be talking \$10,000 of rigging or upwards of a million dollars. You can't exit any entryway without protection. As a rule around \$1500 will get a bundle that will cover unobtrusive gear rentals and production protection for the span of the production. Shooting on city streets requires protection in any case, in addition to if something happens you require someone to have your back.

However, you are inquiring as to why would nobody be able to reveal to me the amount it will cost? The scope of expenses for production gear is insane colossal. For a 4K resolution shoot you could purchase a GoPro for \$600 or purchase an professional cine camera with top lens, frill, crane, dolly, track and a lively lighting bundle that can cruise more than Million dollars in adapt instant. Rental rates take after the cost of gear and its rate of deterioration.

A medium range star cine camera a Red Epic, prime lens bundle, matte box, filters, take after concentration, batteries, accessories, media and tripod will run you somewhere in the range of \$1000-\$2500 every day rental and expect near \$100,000 protection. There is no standard method for building a camera and by and large the lens and required accessories will cost far more than the camera body. The renter will disclose to you how much protection you require.



Here and there you can locate a proprietor, owner that will consent to go ahead board with his/her camera and lights for less expensive than ala trucking gear from rental houses.

Beside the enormous players there are little rental houses and groups of proprietor administrators that might have the capacity to set you up on the off chance that you can't bear the cost of awesome.

Everything depends on what gauge of rigging you are searching for and how much spending plan can be designated to get it. Getting some rigging locally from a free source is typically the best for your production. Getting the proprietor of the rigging to work with you is frequently much more productive.

Before picking any hardware there ought to be a few inquiries may ring a bell like-

- What sort of film and what sort of hardware?
- Is it a computerized film?
- What sort of camera and focal points you will be required?
- Do you require lightning hardware and if so what kind?
- Daylight or Tungsten?
- What kind of Filters and so forth?

Choosing & hiring of crews:

To influence your film to the best, in the normal component film production will require no less than twelve group individuals, and we will demonstrate to you who to contract, how to discover them and what their obligations will be.

In the event that you are working with an amazingly constrained spending plan, at that point you will discover modest or free enable, which we will soon demonstrate to you best practices to accomplish. In the event that you have to work for a bigger budget, presumably you need a more experienced staff to work with and no more basic positions, known as Above-the-Line crew.

Have you at any point gone through the credits of any significant Hollywood movie? Numerous people are incorporated—



necessarily not all of them all in the production arrange. Obviously, there is no need employ hundreds, or even handfuls, of crew. Countless positions are an excess dealt with the enormous studios and production organizations. In the event that of bigger production, extra individuals can be added in your group, since there may be a great deal of tasks associated with making enchantment.

Basic Personnel

How about we begin with the essential personnel, and after that we'll take a shot at how to discover them. Furthermore, the most essential is the means by which to discover the general population who are the most suitable to fit the needs. The measure of work force that you require will clearly differ starting with one kind of shoot then onto the next. The bigger the set, the more team is required. Over all the three most imperative employments consisting in group will be:

- Producer
- Director
- Production Manager

Since it will be your motion picture, you totally should go up against one of these parts or it won't be your motion picture when it's done. It's essential that you employ capable, experienced individuals whom you know and trust for the other two positions.

On a small scale budget shoot, everybody will go up against various roles. The most important example is the producer. Alongside the standard producer parts, this individual will likewise go up against the duties of area chief, area scout, set creator and typically throwing director, despite the fact that the director might be the one to go up against this part rather, or you can procure an expert throwing director. The producer will be the person who acknowledges general duty regarding the movie. He is the person in charge of getting the finding, arranging and financing, the sets, managing accounts — both approaching and active — promoting film and masterminding conveyance. Principally it's the producer's business to appoint professional and monitor the running of the



project on time and on track from the earliest starting point of the task via conveyance.

Imaginative genius of the project is the director. Besides from saying "action," the director likewise integrates to the cast to learn that all of them are in agreement altogether — and not just while being on-set. The director works with the on-screen characters in pre-production to enable their understanding to that of the vision of the film and accordingly their role or cast in the movie. S/he will in like manner be in charge of all read-through of the content and work with the camera group to guarantee that the set and the lighting are done honestly. The director shall work intimately with producer since they are the prime members responsible for making a beeline for a similar objective.

While the director deals with the inventive parts of the film, the production manager (PM) is responsible for its specialized aspects. Planning, finance, show discharges, organizing with the associate director, booking and leasing/purchasing hardware fall under his/her ward. In bigger productions, huge numbers of duties of PM fall along with the specification of the line producer. Similarly like that of the director and producer, the production manager additionally takes a shot at the undertaking from pre-to-post.

It's essential that the director works in tandem with the cinematographer.

Commonly on ultra-low-spending shoots, the cinematographer would give the camera package and at times make a request to bring their own gaffer along. The procedure in which the shoot in the most part works is that the director would guide the DP the way that he want scene to look along and in turn the DP would set up the camera and lighting edges to influence his exact idea to work.

In spite of the fact that, earlier we talked about, this is basic that the cinematographer is going to provide the whole package of camera, you ought to dependably better to have a backup camera and lights, as Hollywood awfulness stories flourish.

The next crew member supporting to the director and whom the director require to assign is his assistant director. The AD is



imperative to keeping up arrange on the set. S/he should be responsible to assure that cast and group are on the whole mindful of what they have to do every day. Planning call sheets, checking personnel, keeping the director and producer mindful of any issues that no one but they can comprehend and dealing with coordination are all piece of the AD's occupation.

The gaffer is considered to be the lighting head and s/he'll work intimately with the photography director to ensure that the lighting is in accord to the director's preference. Afresh, if the DP has some person that he genuinely lean towards working with, you should undoubtedly get that gaffer; generally, the director undoubtedly will be the best individual to enlist this position.

Another imperative part to appoint is of content director. A content director will be the individual who guarantees congruity and without progression, you are taking a gander at genuine inconvenience as reshoots and those are about the scariest thing that you can have happen. In view of precisely how vital this is, if you could not utilize a script supervisor while shooting, you would be asking for catastrophe.

A great script supervisor would maintain a record of an expansive folio that could be utilized to think of his/her notes and also for making notes on each shot. S/he will likewise be the person ensuring that each scene should get shot and that the clapperboard operator should have each scene and take composed legitimately on the clapper. S/he must ensure that each and every thing is set up starting with one shot then onto the next, from the performing artists' makeup to the props to the lighting point. A few directors have a feeling that they needn't bother with a script supervisor. As they are off-base.

Since audio is equally vital as visual, great production sound mixer ought to go with each video made by you. The PSM would be working with the boom mic holder and deal with entire mics, and also the audio blender. Likewise you may require an after production sound individual, known as the sound designer, so before enlisting your sound mixer, ensure that he's accessible for that work, or discover another person will's identity ready to.



Notwithstanding, it would be wise to have the post-audio person on set, so if your PSM can likewise work post, you're brilliant!

Similarly each armed force requires privates, each set requires production colleagues! For proceeding with the armed force relationship: it's always better to have more PAs — until your set has PAs stumbling, at that point you'll need to send a few people home. Utilize your PAs for doing all the little assignments in and around the set that would somehow or another engage your key work force and keep them occupied with doing errands that are underneath them. A few cases would incorporate:

- Taping down wires
- Operating the clapperboard
- Getting model discharges marked
- Checking mics
- Standing in for on-screen characters amid sound and lighting checks

Likewise, you need to do the best for shielding them from hoarding the services table of the craft. We've all needed to work with PAs who assume that it was requested only for them.

On the off chance that you are shooting individuals, and it's practically sure that you will be, you should utilize no less than one individual, talented for doing perfect hair and makeup; ideally somebody able to comprehend the distinction among "genuine" makeup and film/video makeup. Along these lines, there will be someone to comprehend what should be ideal, and what should be avoided depending on the lights of the surroundings. Regardless of the possibility that you're running a zero-spending production, please make a special effort to be prepared to pay your MUA a "pack charge" on the grounds that a decent craftsman will convey her own apparatuses to your shoot. S/he should get something back for his/her project. In case it is viewed as that the creation adequately critical to enroll hair and cosmetics, review that more entertainers in a scene thinks about to more beauticians. It's more affordable and more secure to have MUAs staying around after the shot begins than to have entertainers in



full cosmetics holding up for substitute on-screen characters to get readied for the scene – it in like manner shields the on-screen characters from mutinying on the set — not beautiful. Once you've gotten your lead beautician, work with him/her on what number of people s/he'll need to help and look for him/her recommendation to contracting partners.

People don't learn hair and cosmetic makeup in a vacuum; they know a great deal of others and they should know who can trim it and who can't!

In small productions, producer might deal with the costume and, props however as a rule, it's best to enlist maybe a couple people to deal with these undertakings. Lot of costume or fashion designers additionally make great props experts, hence you need to regularly spare compensation on the off chance that you get the ideal individual to deal with both.

When you complete the process of movie making, then you require a video editor. At times editor is an indistinguishable individual from the director, yet in the event that it's not, s/he needs to work with the director for ensuring that the last item suffice perfectly to the director's vision. A few editors are equipped for including special effects and colour correction and cutting the film — and some are most certainly not. In the event that you discover an editor, great for making the cuts, yet not including, essential subtleties required incredibly to the last item, at that point you'll presumably need to procure somebody to include those completing touches, too.

Unless your shoot will be little and short, you ought to likewise employ for security and safety. If it's a large project or set with many individuals, than you require the larger security personnel. Guarantee that the security faculty are faithful and can be relied upon, so either employ known persons, or friend or pay them well.

Another critical note: if the production incorporates stunts, you should incorporate an accomplished stunt coordinator and make certain to convey at any rate \$1,000,000 protection and have EMS close by. Stunts regularly turn out badly and lawyers love to sue.



Of the positions delineated above, you ought to request a demo reel from the going with people:

- Producer
- Director
- Assistant Director
- Cinematographer/DP
- Gaffer
- Hair, Makeup
- Wardrobe, Props
- Script Supervisor
- Production Sound Manager
- Editor

Where and How to discover Crew:

While contracting the crew, your principle objective should be to choose the capable individuals who could work as per the requirement. Who do you coexist together with best? Similar individuals who will have your best advantages on the most fundamental level — companions and (here and there) family. The enormous focal points are that you comprehend what's in store of these individuals, with the goal so that you do not hurl them in a tight spot, and their work will be trashy — in light of the fact that they need your project to be successful.. The disservice is that most likely they may not be exceptionally experienced, so make certain not to give them positions that they can't manage..

A) Online Resources

How about we begin with the self-evident. Assets incorporate www.Mandy.com, www.Backstage.com www.Variety.com and www.Craigslist.org. All these have free occupation postings, despite the fact that you need to agree to accept most. One other issue is that contracting Below-the-Line team is exceptionally troublesome. A large number



of these individuals are just in it for the cash, so in case if they are not offered a union scale, they'll be outraged and, as opposed to disregarding your advertisement, signal it with the goal that your impeccably authentic promotion will get erased numerous times each day. This may not be genuine when searching for producers and directors.

Once you've gotten your team, it's an inconceivable arrangement to have no under two sessions in the midst of pre-production to go over basic information. While conducting these gatherings, discover how well the group coexists with each other; this should demonstrate to you how well they'll cooperate. On the off chance that somebody is acting diva-like or you notice a contention fermenting, right now is an ideal opportunity to make a move. The motion picture's production may just last half a month, yet they will be serious, regularly 12-hours-per-day, so you don't need strife.

B) Disconnected Resources

Film schools!

In the event that while, searching for individuals who should happily work for credit — and perhaps a couple of bucks to enable them to work more proficiently — and will's identity anxious and imaginative, the best place to meet your majority requirement of your movie is the nearby film schools. This likewise an awesome place to choose performers and after production help — and here and there altering offices, as well.

While visiting a set is an awesome approach to pick off group, yet don't hope to procure the division heads in case the motion picture does not have a huge spending plan. Rather, get the opportunity to be companions with their collaborators and, on the off chance that you were successful to make them agree, offer a position to them as the office head in your next film. They would not expect an indistinguishable pay from the division head on a bigger film, however they would be anxious to get nearer to their objectives and eager to have the title and the obligation.



Film Commissions

Most states and significant urban communities have a film commission and their employment is to motivate you to film in their general vicinity, such that they would be extremely eager to do the job with you, even as a learner film maker. Even they will be additionally prone to have free employment postings on their sites. While shooting in Philadelphia, I swung to www.film.org and they were brilliantly useful, despite the fact that our productions were little! These are on the whole awesome assets. Do a scan for the film commission in your state or district; it's certainly justified regardless of the exertion.

C) From Network!

In case you're not kidding about getting into the business, you've heard every one of the three of those words previously. That is on the grounds that they're valid. Systems administration is the way to making it in this industry. Regardless of whether you're searching for official producers to fund your film, on-screen characters, producers or PAs, you have to meet similar individuals who are likewise searching for a break in the business — or for those who've effectively made it. While organizing, recall that the general population whom you meet likewise know other individuals. Suppose you got to meet with the camera director and you figure out how to believe her capacities and aptitudes; however you're not searching for a DP on your forthcoming shoot. In spite of the fact that you should not have to enlist her, she could be the person who could prescribe an incredible gaffer, so ask her sentiment. Quality references in this industry are unadulterated gold!

Above the-Line versus Below the-Line

Some individuals inside the business are there who trust that "above the Line" is a disparaging term; it isn't. The "line" alludes to how a team part gets paid. The individuals who are "above the line" get paid a straight pay that depends on just two elements: spending plan and position. Keeping in mind the end goal to enhance their compensation, individuals in BtL positions need to work their way up to motion pictures with bigger spending plans.



The individuals who work "over the line" get paid by the financial plan and the measure of cash that the venture acquires, alongside their experience/aptitudes. When you have paid your contribution by chipping away at bring down spending productions, you will begin getting notoriety. In the event that it's a decent rep — and you've organized legitimately — you will be made a request to take a shot at higher-spending films. The best directors and producers make a huge number of dollars per film since they are normally paid in "focuses," which is a level of the film (one point = one percent). In the event that the film slumps, the AtL individuals won't make much else besides their base pay, however in the event that it's a win, these are the people who receive the money related rewards. In spite of the fact that not specified in the article, the screenwriter is likewise an "over the line" individual.

Be that as it may you make your living in the business, organizing is constantly essential. No different business is as communitarian as making films, so keep your name, face and notoriety out there.

All the above positions we talked about till now, lets see their breakdown according to the area where they fit:

Over the Line

- Director
- Production Manager
- Producer

Below the Line

- Cinematographer
- Script Supervisor
- Production Sound Mixer
- Assistant Director
- Gaffer
- Hair, Makeup
- Wardrobe, Props
- Stunt organizer



- Editor
- PA

In spite of the fact that these positions are "below the line," the best cinematographers, editors, costume, hair and makeup men and stunt coordinators are paid high compensations.

Unit summary



Summary

In this unit you learnt the key people and their part and duty in the pre-production stage. Every one's part is exceptionally one of a kind and testing in the film production. Other than that you have learnt that how to design the production, enlist the gear, scout the location for filming.

Assignment



Assignment

First visit your favourite location. Note down the facilities available there on a notepad. Go to a equipment hiring centre and list out the equipments you want to hire for your production. Selects few characters from your college and neighbours.



Assessment



Assessment

- Discuss the role of producer in Film/video making?
- Who is responsible for all the expenditure in the shooting?
- Who is known as the captain of the ship?
- Describe the role of music director in Indian film industry.
- Briefly discuss the works of a production coordinator.
- Write down the three categories of people worked for film making.
- What is the role of visual effects supervisor in the pre-production stage of film making?

Resources

- <https://www.sokanu.com/careers/lyricist/>
- <https://www.futurelearn.com/>
- <http://www.thevideoeffect.tv/>
- https://en.wikipedia.org/wiki/Main_Page
- <https://www.prospects.ac.uk/job-profiles/production-designer-theatre-television-film/>
- <https://www.videomaker.com/>