

Artists name:

Contact info:

Project Description *(add shooting script if available)*

Team Lead pre-production meeting with Artist: Hrs _____

Production

Shoot dates:

Team Lead:

Contact info:

Production Team: _____

Location: SWM Centre ____ Other ____ Address:

meetings with Production Team: Hrs _____

Total Length of Show _____

Estimated Shooting Ratio _____

How many Run Throughs _____

How many takes of performances _____ w/breaks _____ non stop _____



Workflow Sheet

TECH Set up

CAM Operators ____ Cam w/ Tripod ____ Handheld Cam ____ Go Pros ____ Total # of Cameras ____

Video Design Hrs ____ Comments:

Multi-cam Setup Hrs ____ Comments:

Art Direction Hrs ____ Comments:

Lighting Hrs ____ Comments:

Time for additional shots (B-Roll, Interviews) : Hrs ____ Comments

Additional time for setup (second location, etc). Hrs ____ Comments

ADDITIONAL SHOOTING PLAN NOTES *(Attach set up diagrams if available):*

Post Production

Post Supervisor:

Post Production Team:

Workflow overview comments:

Content Elements (Concert only, Story beats, Intro/Extra):

Additional F/X: (exceptional Colour grade/formatting, Camera moves, High render FX, etc):

Additional Graphics if required Days/hrs___ Graphic Artist_____ Comments:

Assembly. Days/hrs___ Comments:

Rough Cut. Days/hrs___ Comments:

Revisions: Days/hrs___ Comments:

Fine Cut Days/hrs___ Comments:

Packaging/graphics/Show output Days/hrs___ Comments:

How many versions ___ (w/without Graphics):

Programs and transfers (Premiere, Final Cut X, Aftereffects) with Google drive/ Wetransfer? XML/EDL? :

ADDITIONAL Post Workflow Comments: