1. draft, edit, and rewrite script

**Purpose, Audience etc. form**

Resources:

2. Create the storyboard utilize different shot types including the wide shot, establishing shot, long shot, medium shot, close up, point-of-view, and over-the-shoulder.

**storyboard form** to create storyboard (written or drawn) review rubric

Resources:

[11 film techniques in images](http://www.lavideofilmmaker.com/filmmaking/film-techniques.html)

3. Prepare production schedule including props and supplies/Carry out basic pre-production tasks, including location planning and scouting, props, wardrobe, and sets, working with talent, and basic lighting setups.

Fill out **producer info** form

Resources:

[Pre-production tasks and reasoning](http://people.ucsc.edu/~ilusztig/172/handouts/preproduction.pdf)

4. Prepare contracts and release forms – and contracts for all those being in the video (listed on

**Cast, Crew, location & equipment form**) **release forms**

Resources:

[Why do these forms matter?](http://stillmotionblog.com/why-release-form/)

5. Get cast and crew/ Schedule equipment

**Cast, Crew, location & equipment form**

request camera

Resources:

[Pre-production tasks and reasoning](http://people.ucsc.edu/~ilusztig/172/handouts/preproduction.pdf)

6. Demonstrate ability to scout locations and prepare location schematics.

**producer info form**

**Cast, Crew, location & equipment form**