

STEPS TO MAKING A COMPLETE FILM

PREPRODUCTION

- ☐ Brainstorm a GREAT concept and make a "Tag Line."

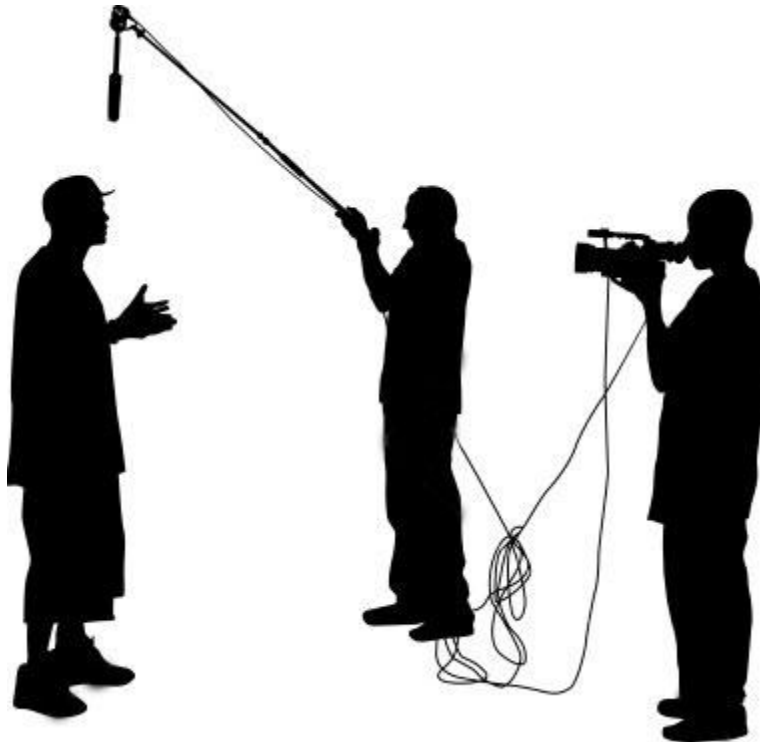
- ☐ Write a first draft of your script and get feedback on it.
- ☐ Write a second draft of your script.
 - Make copies for your actors and the director
- ☐ Create detailed storyboards of all major scenes.
 - Think about how the shot will affect the scene.
 - Plan to use close ups for important dialogue.
 - Think about "wow" shots to increase your production value (one or two of these can really make a film!)
- ☐ Create a shooting schedule. Include when you are shooting each shot and scene, and the location.
 - Be sure to check the weather (have a backup plan just in case)
 - Allow for setup time and break down
- ☐ Discuss and decide on a style/mood of the film. This will dictate the kind of lighting you will use. Watch movies in the same genre for inspiration, and remember that copying shots from the pros is okay!
- ☐ Create a list of all props and costumes you will need.
- ☐ Secure the locations you need (make sure you have permission to shoot there.)
- ☐ Collect all of the props and costumes that you will need.
- ☐ Exchange emails and phone numbers with all group members and cast.
- ☐ Make a list of who is bringing what and double check that everyone knows what they are responsible for.

PRODUCTION

- ☐ Sign out all of the equipment you will need.
 - Camera and Tripod
 - Lighting Equipment (use gloves!)
 - Sound Equipment
- ☐ Have copies of the script for all actors and for the director on hand
- ☐ Have your storyboards to follow for setting up shots.
- ☐ Have your shot list to follow and check off each shot as you go.
- ☐ Block out each scene with your actors so everyone is on the same page.
- ☐ Make production notes as you go so that the post production process is efficient.
 - Note which takes you like and why.
 - Note what sounds you will need to fully. (Can you shoot those on location?)
 - Note your camera settings just in case you need to reshoot and need to match them.
 - Note your lighting set up for reshoots and continuity.
- ☐ Make sure that you are recording good audio (get that mic in close and play back your first take to check it.)
- ☐ Take as many Takes as you need to, to get the shot! A good rule is at least 3. Play back if you are unsure and make sure your actors are happy with their performance.
- ☐ Record at least 30 seconds of ambient noise in each location.
- ☐ Be patient with your cast and crew. Everyone is here to have fun, but stay focused on finishing the job. You will all be a lot happier with the results if you do!

POST PRODUCTION

- ☐ Have one group member import all of the footage and set up the Project folders and Premiere Pro.
- ☐ Have another group member begin collecting sound effects and other folly.
- ☐ Have another group member begin looking for or creating the music you will need.
- ☐ Edit together a ROUGH CUT of the film. This Rough Cut should be the film laid out in order so that all the dialogue and action can be watched. It does not include titles or music/folly.
- ☐ Have the entire group watch the Rough Cut and watch for any continuity errors and pacing issues. Remember that it's in the editing that you make the final decision about the look and feel of the film.
- ☐ Have Mr. Schoenhals view your Rough Cut and give you feedback.
- ☐ Add in your folly and music.
- ☐ Add your titles (remember that titles are a part of the film and are usually the first thing that the audience sees. Make sure that they fit your film's tone.)
- ☐ Color correct your footage.
- ☐ Export your film and watch it to make sure it exported properly.
- ☐ Relax a bit.
- ☐ Start thinking of ideas for your next film.



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