**Group Members:**

**Production Company Name:**

**Topic:**

**Length:**

**Title:**

**Crew/Job Assignments:**

**-Producer**

– oversee all tasks, responsible for providing script and concept. Each crew member must have a script.

-Organizes cast and crew and maintains schedule.

-May use crew members for creative input but overall concept is on your hands.

**Name:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**-Cinematographer /Director**

-Responsible for storyboarding and assisting with shot designations, also responsible for tape and all video equipment.

 -In charge of lighting and lighting equipment. (Tripods, quick release plates, camera, batteries, lights)

**Name:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**-Editor/ Lghting-**

-Responsible for Special FX, GFX, titles, slate and editing of project with director/producer assistance.

**Name:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Audio-**

-Responsible for any music, sfx, microphones, audio equipment and all audio recording.

 -Responsible for all portfolio items (except journal).

-Assist Producer director with audio portion of script

**Name:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_