

VIDEOGRAPHER GUIDELINES

FILMING:

- 1, Check the lighting. Make sure you are not filming in shadow or in overly bright light you should always be able to see the expressions on people's faces.
2. Check the sound. Make sure the voices carry well enough to be heard. Make sure there is no loud background noises interfering with or drowning out what you are filming.
3. Before leaving, play back what you have filmed to make sure you've got it. You'll want to know before leaving the scene in case you have to reshoot.
- 4, A good rule of thumb is "what you see is what you get." Do not be fooled into thinking that bad lighting and faulty sound is something you can fix on the computer.

EDITING

FOR BROADCAST/NEWS VIDEOS

- 1, Videos should be 1 1/2 to 3 minutes in length when editing is complete.
2. Videos should be 200 x 150 pixels in QuickTime format to download onto The SIGNAL Web site.
3. The maximum size is 320 x 240 pixels, 12 frames per second.
4. Videos should include captions for hearing-impaired students in order to be compliant with the disability act guidelines.
- 5, U-cast broadcasts should incorporate video effects such as: photos, graphics, superimposing text, fade ins, fade outs, etc.
6. Voice-overs may sometimes be necessary.

FOR WEBISODES

1. Videos should be between 5 and 10 minute in length when editing is complete. Eliminate all boring or nonessential scenes to keep the audiences' attention from wavering.

The Pub - Episode 2

by

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Matt Griesmyer
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CAST

Jennifer-Clare

Matt- Himself

Chris- Himself

Jackie- Caroline

Emily- Ashley

Savannah- Courtney

Tom Cruise- John

Michael Kane- Frank

Gerald- Grant

Curtis- Juan

SCENE 1- DESCRIPTION

SHOT 1 – DESCRIPTION

Chris (head is bandaged) is in the newsroom.

JENNIFER

1-Hey Chris, what happened to you?

MATT

2-Yeah Chris, why don't you tell us what happened to you.

CHRIS

3-I had a bad fall in the shower this morning.

MATT

4-Was that before of after the rock?

CHRIS

5-I don't know what you're talking about!

SHOT 2– DESCRIPTION

Cut to shot of Chris doing a confessional

CHRIS

6-OK, so I know it was wrong, but, uh, people do wrong things all the time, and plus I had already told my mom I made the cover.

SCENE 2 - DESCRIPTION

Emily and Jackie are walking up into the Bayou Building when they see a sign that says Tom Cruise is doing an on-campus interview.

JACKIE

7-Did you scan your slides for photography class?

EMILY

(ahhh)

8-I forgot what we were suppose to do.

JACKIE

9-Hey look, Tom Cruise is doing a public interview in the Bayou Room and you get a free mypod for attending

EMILY

10-Yeah, I need to get ready!
(walks back to car)

JACKIE

11-You're not going to class?!?

EMILY

12-Tom Cruise!! I've got to look my best.

SHOT - DESCRIPTION

Jackie walks into the Bayou Building by herself.

SCENE 3 - DESCRIPTION

Matt is in the Pub telling Savannah that Tom Cruise is going to be here on campus. He tells her to greet him at the front of the campus.

MATT

13-Savannah, I have a very important job for you.

SAVANNAH

14-Uhhh OK. What is it?

MATT

15-Tom Cruise is going to be here in about 10 minutes, can you greet him at the front of the school and see if there is anything he needs.

SAVANNAH

16-Of course! Yeah! Sure! How's my hair; how's my hair?

MATT

17-Looks great.

SAVANNAH

18-Well uh OK... I guess I should leave now.

SHOT - DESCRIPTION

Savannah walks away spraying breath freshener

SCENE 4 - DESCRIPTION

Savannah sits on the bench outside SSB waiting for Tom Cruise. In the distance you see Tom running toward the building with the Mission Impossible theme music playing in the background.

SHOT - DESCRIPTION

(Shot of Tom running toward the building)
(Close up of Savannah squinting)
(Shot of Tom running, but this time closer)
(Close up of Savannah squinting)
(Side shot of Tom in front of Savannah)

SAVANNAH

19-Hi, Mr. Cruise.

TOM CRUISE

20-Please.....Call me Tom.

SAVANNAH

21-Hi Tom, I'm Savannah
Watkins, I work with The
Signal, I just want you to
know that I am your biggest
fan, and if there is anything
I can get you....(starts to
look puzzled)
Maybe a towel?

Savannah

22-It kinda looks like your
sweating a lot Tom.

TOM CRUISE

23-Sweating? Nah, c'mon now!
(Tom wipes his forehead and
drenches a student sitting on
the bench) cut back to a dry
Tom

SHOT - DESCRIPTION

(Savannah walks Tom to the
Lecture Hall)

SAVANNAH

24-Right this way Tom.

TOM CRUISE

25-Savannah, Can I please get a 4 pack of Flying Cow energy drink.

SAVANNAH

26-Sure thing Tom.

MICHAEL KANE

27-Hi Tom can I ask you a few quick questions.

TOM CRUISE

28-No time, I gotta educate the young minds! (Runs inside the building)

SCENE 5 - DESCRIPTION

Shot - Description

(Shot fades to close up of Gerald Maryweather, IV saying how Tom Cruise is not as big of a deal as everyone says he is.)

GERALD

29-pffff, I don't know why everyone is so excited. It's just Tom Cruise, everyone's acting like they don't see celebrities every day!

SCENE 6 - DESCRIPTION

Scene starts inside of Lecture Hall, they are introducing the lecture similar to the way they do on TV talk shows.

CURTIS

30-How's everyone is doing
this morning?
(Crowd applauds and cheers)

I'm your host, Curtis E.
Flush, and I would like to
welcome you all to a very
special interview today with
our favorite movie star, Mr.
Tom Cruise.
(Crowd applauds and cheers)

SHOT - DESCRIPTION

(Back stage Tom is drinking Flying Cow through a
funnel.)

CURTIS

31-Ladies and Gentleman, Tom
Cruise
(Tom walks out on stage wired)

TOM

32-Thank you Curtis for having
me.

CURTIS

33-Well with the recent
passing of Michael Jackson,
we did a survey on campus
asking students how they
remember MJ. Our survey
reported that the moonwalk was
what he was best remembered
for. What do you remember
Michael for?

TOM

34-Well Curtis, I enjoy
dancing but the moonwalk I
don't agree with. The moonwalk
is a pseudo dance and no one

has ever done that dance on
the moon!

CURTIS

35-People have not danced on
the moon, true Tom, but the
moonwalk dance has been
performed over the years.

TOM

36-I never agreed with the
moonwalk ever! See Curtis
before I was a
scientologist, I never agreed
with moonwalking and then when
I started studying the history
of moonwalking, I realized
more and more why I didn't
agree with moonwalking!

CURTIS

37-Ok Tom, that's fine; let's
move on.

TOM

38-No Curtis let's not move
on; you have to understand
this, I am very passionate
about dancing and I'm
passionate about life. You are
not getting the reason why
there is no such thing as a
moonwalk.

CURTIS

39-So which part of the dance
is some kind of dancey-
googley-goo?

TOM

40-(shaking his head)
Curtis! No, No I didn't say
that.

CURTIS

41-What would you call it?

TOM

42-Now your talking about two different things. There are ways to dance where you still slide your feet backwards, but it's not the moonwalk. That can only be done on the moon. I'm not saying sliding backwards isn't real, that's an altercation of what I'm saying. I'm saying that the name is very deceiving because people might tend to think that you can only do it on the moon.

CURTIS

43-Let me take this more general, because you and I can go around in circle on this for a while.

TOM

44-See Curtis you don't understand the history of dance. I do!! I've been dancing since Michael was part of the Jackson 5.

CURTIS

45-Clearly it's impressive to listen to you because you have done your homework and learned how to dance.

TOM

46-And you should, and you should also because just knowing the dances or teaching others to dance isn't enough! You should be a little more responsible!

CURTIS

47-I don't dance and I surely don't teach dance, but...

TOM
(TOM SIGHS)
48-Curtis (pause), you're
Glib!
(cut to Curtis's puzzled face)
This is a very important
issue!

CURTIS
49-I couldn't agree more.

TOM
50-I'm here speaking to you
and I know, but you don't, I
think that you should think
and be more responsible in
knowing what it is you want to
know because you communicate
with people.
(awkward pause and then Tom
jumps on the table shouting
he needs Flying Cow)

Savannah runs out of room to
get Tom his Flying Cow energy
drink. When she returns, the
lecture is over and people are
exiting the room puzzled.

51-CURTIS
Here you go Tom. Calm down;
calm down.

CURTIS
52-Well thanks for coming Tom

TOM
53-Thanks for having me, ya'll
are the best crowd, ever ever
ever ever ever ever! (annoying
laugh echoes throughout
school)

SHOT - DESCRIPTION

Savannah sees Tom leaving with Emily. Tom snags the Flying Cow from Savannah. Shot fades with Savannah on the verge of tears and her lips trembling.

Storyboarding



Sequence #: 7

Visual Description: *Tom Cruise look alike*

Estimated Time of Take: *12 seconds*

Notes: *"A Tom Cruise look alike shows up on campus"*

Audio: *Music from "Mission Impossible" plays in background*

What is a Storyboard?

Videos, like any other medium, should be planned out ahead of time if their message is to be effective. A storyboard is a series of diagrams or photos used to depict the composition of a video segment. Each diagram consists of: 1) a sketch or photo of the video image; 2) a brief description of the visual; 3) an estimate of how long the segment will stay on camera; 4) notes for sequencing – explain where this visual appears in the storyline; and 5) notes for the audio accompanying the visual. SEE SAMPLE ABOVE.

Storyboards are part of the conceptual process for filming a video. A storyboard is developed during the pre-production stage. The storyboard cards are placed in the order the director wants the shots to appear and then used throughout the production and post-production stages. There should be one diagram/photo to represent each scene.

Why is a Storyboard Necessary?

When sequenced, the storyboard diagrams should act as a guide for the production and post-production stages of producing a video. The storyboard is a valuable tool for everyone involved with the production of the video; it creates a visual outline so that the director, camera operators, actors and editing team all have the same understanding of the video's objective. The production, filming and editing teams do not need to guess as to what type of footage might be needed and how it might all fit together. Creating a storyboard also allows the production team to experiment with different ideas and sequences before filming begins, saving valuable time in both production and post production.