

YEAR 2 CINEMATOGRAPHY PRE-PRODUCTION CHECKLIST

Production Title: _____ Prod. #: _____

Production Dates: _____

Producer: _____ Director: _____

Director of Photography: _____

Cinematography Faculty Mentor: _____

NOTE: ALL WORK IS TO BE KEPT IN A 2" THREE-RING BINDER - USE LABELED DIVIDERS BETWEEN SECTIONS FOR EASE IN LOCATING SPECIFIC ITEMS. NOTEBOOK IS TO BE BROUGHT TO ALL MEETINGS. FAILURE TO SCHEDULE AND ATTEND THESE MEETINGS COULD RESULT IN YOUR PRODUCTION BEING CANCELLED OR POSTPONED.

TWO WEEKS PRIOR TO SHOOT

DATE: _____

MEET WITH CINEMATOGRAPHY FACULTY MENTOR TWO

WEEKS PRIOR TO SHOOT WITH THE FOLLOWING:

1. EXAMPLE OF PHOTOGRAPHIC LOOK CONCEPT
 2. SHOT LIST
 3. CINEMATOGRAPHY LOCATION INFORMATION FORM
 4. DIGITAL LOCATION STILL
 5. PRELIMINARY CREW LIST (CAMERA, GRIP, ELECTRIC)
 6. EQUIPMENT REQUEST FORM – CAMERA/LIGHTING/GRIP/EXPENDABLES
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ONE WEEK PRIOR TO SHOOT

DATE: _____

MEET WITH CINEMATOGRAPHY FACULTY MENTOR ONE

WEEK PRIOR TO SHOOT WITH THE FOLLOWING:

1. FINAL SCOUT WITH FACULTY MENTOR
 2. FINAL CREW LIST
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Cinematography Faculty Signature

Date