

Project #5 Video Tape Production

TV Crew Duties

Director

Start production by requesting to Roll Tape.
Begin Countdown at 10.
Call shots as dictated by script.

Assistant Director

Operate switcher as requested by director.

CG

Reset sequence to the first page. Verify Name is correct.
On Director's command, Press ENTER to bring up next graphic.

Tape

On Director's command, Press Play & Record on R-VTR Acknowledge by saying "Tape Rolling".
Check and adjust audio levels as needed.
Stop tape after "Fade to Black".

Floor

On Director's Command, Verbal Countdown from 10-3 and hand from 3-1.
Cue Talent.
Relay instructions as needed from director.

Prompter

Reset prompter to top of page using HOME key. Begin roll when talent is cued with 1-9 keys.

Cameras 1 & 2

On director's command, Zoom in and out on talent.

Camera 3

On director's command, Boom across stage from left to right

Talent

Attach lavalier Microphone and turn on.
When cued by the floor director, read script from prompter.

Computer setup: Type F1, CD_VGATV, NTSC, BEACON, D, C, A:, L, P