

Video reporting on a mission using mobile phones

Your video script

In project management what is known as *the scope* defines the deliverable, what you expect to do. In our field it defines the video production to be done. Your video script (the scope of your production) is linked to the resources and timelines of your video production.

Therefore, writing a video script is a mandatory first step. It is the essential backbone for any video production, which sets amateurish videos apart from top-quality ones.

The video script templates are included at the end of this paper.

For preproduction (Preparation)

After “brainstorming” sessions considering the production request and the target audience for this film (see Basic project management concepts for your video production), you will be ready to write a draft on a text editor.

After proofreading and adjustments that draft you will fill the **video preproduction script**

Item: Each item to be recorded has a unique identifier (a number starting at 1, then 2, 3, 4, 5 ...)

Visual: the motion images to be seen, including camera movements and camera shots

Audio: the sound to be heard as dialogue, “natural” sound and sound effect

For production (Shooting)

Item: Same as preproduction but not necessary in ascending order. The order depends on the different locations (if apply).
An item may appear more than once if there are several takes of that sequence.

Duration: Duration of each (good) sequence (item).

Shot/Source: Shot will be the video filename and source would be the SD Card ID

Visual: the motion images to be seen, including camera movements and camera shots. Note the differences, if there are any, from the preproduction script

Audio: the sound to be heard as dialogue, “natural” sound and sound effect. Note the differences, if there are any, from the preproduction script

For postproduction (Editing and delivery)

Item: As in preproduction (in ascending order)

Time: cumulative duration of all sequences

Duration: Duration of each sequence

Shot/Source: Shot will be the video (or another visual item) filename and Source will be

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the location (folder) of that
file

Visual: the motion images to be seen,
including camera movements and
camera shots, plus credits

Audio: the sound to be heard as dialogue,
“natural” sound and sound effect,
plus music

This is one video script example that has
proven itself. Other workflows for video
production exist. The important thing is to
adopt a method to ensure optimal results.

In the service of our Lord,

Pierre

Pierre Robidoux

info@probidouxeng.ca

« ... how can they believe in the one
of whom they have not heard...”

Romans 10:14

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Hereunder (next pages) you will find:

- A video preproduction template
- A video production template
- A postproduction template
- A Camera movements List
- A Camera shots list

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VIDEO PREPRODUCTION SCRIPT TEMPLATE

Name of production: _____ Date: _____

Site(s) of production: _____

Responsible of production: _____ Videographer: _____

Item	Time	Duration	Shot/Source	Visual	Audio

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VIDEO PRODUCTION SCRIPT TEMPLATE

Name of production: _____ Date: _____

Site(s) of production: _____

Responsible of production: _____ Videographer: _____

Item	Time	Duration	Shot/Source	Visual	Audio

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VIDEO POSTPRODUCTION SCRIPT TEMPLATE

Name of production: _____ Date: _____

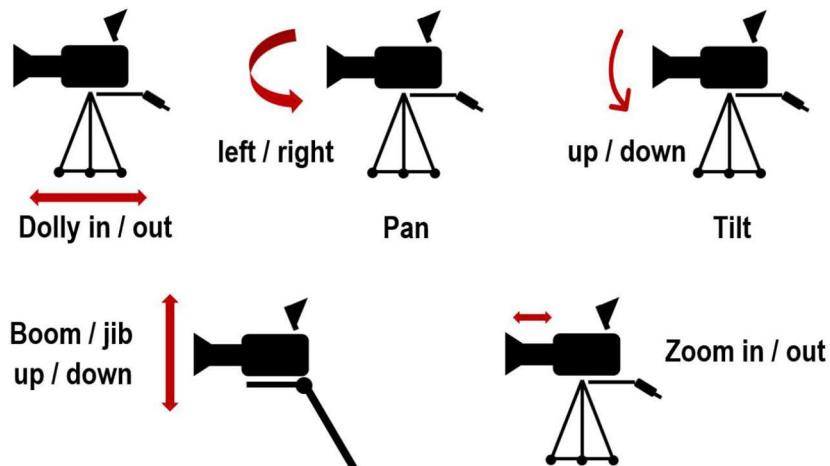
Site(s) of production: _____

Responsible of production: _____ Videographer: _____

Item	Time	Duration	Shot/Source	Visual	Audio

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CAMERA MOUVEMENTS

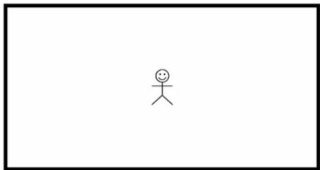


Notes when video shooting using a mobile phone

- Dolly in / out does not apply for handheld devices such as mobile phones. (If you are moving or for any of your movements with the device, this must be specified as such.)
- Pan left / right should be done “slowly” to avoid rolling shutter artifact, “Jello effect”.
- Tilt up / down should be done “slowly” to avoid rolling shutter artifact, “Jello effect”.
- Boom up / down can be replace by stick + movement (as in selfie stick + movement) and it should be done “slowly” to avoid rolling shutter artifact, “Jello effect”.
- Do not use digital zoom because you will lose resolution (no Zoom in).

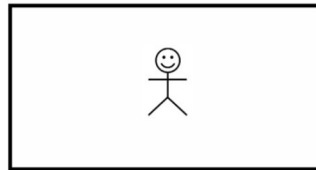
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CAMERA SHOTS



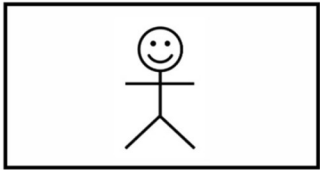
ELS (Extreme Long Shot)

Very wide
(Establishing
shot)



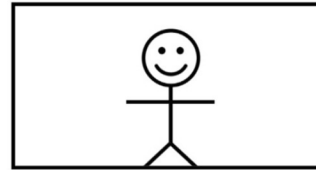
VLS (Very Long Shot)

Character
with
environment



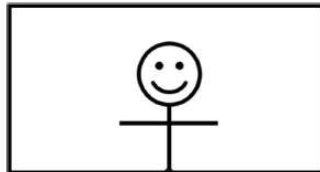
LS (Long Shot)

Full body



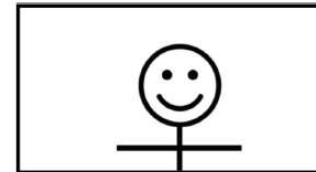
MLS (Medium Long Shot)

Also named
“Cowboy
shot”



MS (Medium Shot)

Also named
“waist shot”



MCU (Medium Close-Up)

Above the
elbows



CU (Close Up)

Head shot



ECU (Extreme Close-Up)

Partial head
shot