

Movie Producer Manual



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1.To create a story

- The **main character** is the centre of the story (could be humans, animals, groups, institutions, places, phenomenons, things, abstracts). There should always be just **one** main character.
- The main character is provided with **characteristic attributes**. The more they bunch out the audience appreciates the character in an emotional way. Only the attributes which contribute to thrills are important.
- The audience must know the **acting-motive** of the the character. This a pre-condition for them being interested in the story. Also common acting-motives produce interest.
- A **challenge** is an motive to act (f.e. Interruption of daily routine, problem, conflict, enemy). They produce an external action-focussed story or a story of internal development. In a long story there could be several challenges.
- At the end of the story the main character (or rather its attributes) has **changed**, passed the challenge or disappeared in it.
- **Secondary characters** sharpen the focus of the audience on the main character. They have an negative or positive connection to the main character. Also secondary characters have attributes and an acting-motive.
- The **main location** should have filmic appeal.

2.Storyboard

A storyboard is like a plan of the later filming. In it you write down the statement, shot size, perspective and draw the shot of the begin and the end of each scene.

3. Shot Sizes:

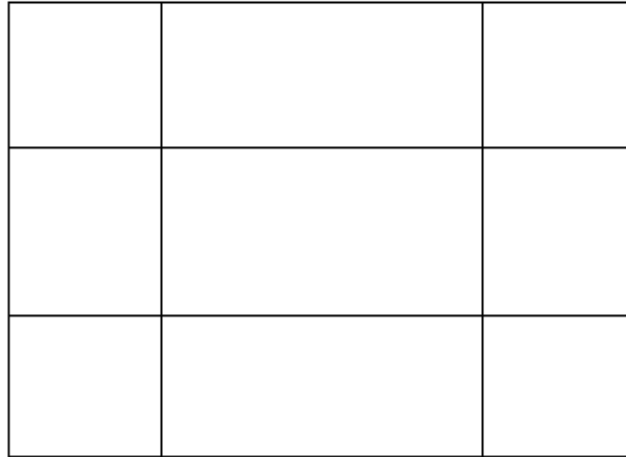
The picture cutting operates the concentration of the audience because of this close ups and long shots have a special impact.

Very Long Shot	Shows a landscape, the outside of a building- an exterior. Also called „establishing" shot because it shows the audience where the scene plays.
Long Shot	Shows an entire object or a human figure. Is used to insert the audience to the location of the scene (Place, Weather, Time).
Medium Long Shot	Shows also entire objects or human figures but in a smaller screen.
Medium Shot	Shows a person for example up from its knees. Used show the gesture of figures. Often used in Western Movies to show Cowboys with their guns.
Medium Close Up	Shot from medium distance to show figures from the head to their hip. Complies with the natural view of humans because of this its often used for dialogue scenes.
Close Up	Shows the head with a part of the shoulders of a figure. Is used to show a figures facial expression and feelings in its development.
Big Close Up	Shows the face of a figure to catch the emotions of it.
Extreme Close Up	Shows just a small part of the whole picture like the eyes or the mouth of a figure. The intensive effect of this picture mediated intimacy or rejection.

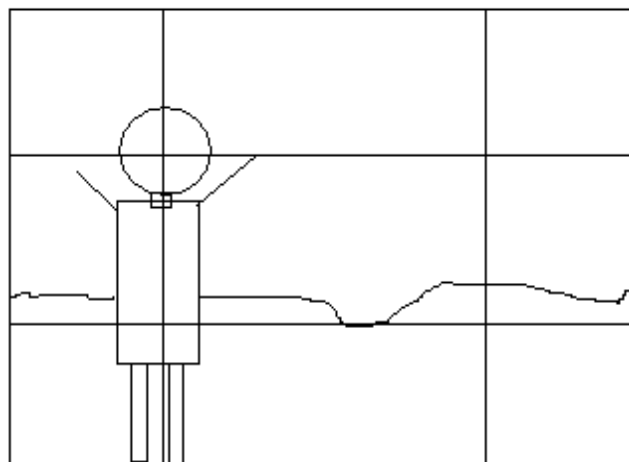
Simplicity, clarity and order are precondition for good and interesting pictures, here some tips:

- move the camera only if necessary
- principally produce effect by perspective and motive?
- Not just film from „eye-height"- different perspective are more interesting
- clarify proportions
- avoid too much pans and zooms
- pans as possible without bucking and not longer than 7 seconds
- tripod tightens the view/picture

4.Screen Layout:

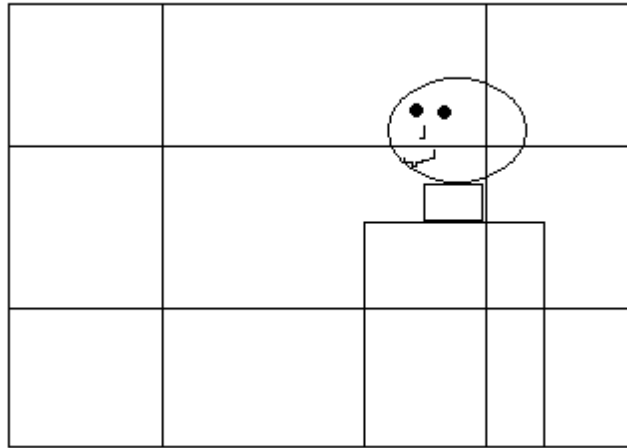


In every screen its important to make the seen pictures with a planned setting more interesting. For this you should use the scheme above. The points where the lines meet symbolize locations of the screen in which persons, objects and other things seem more interesting.



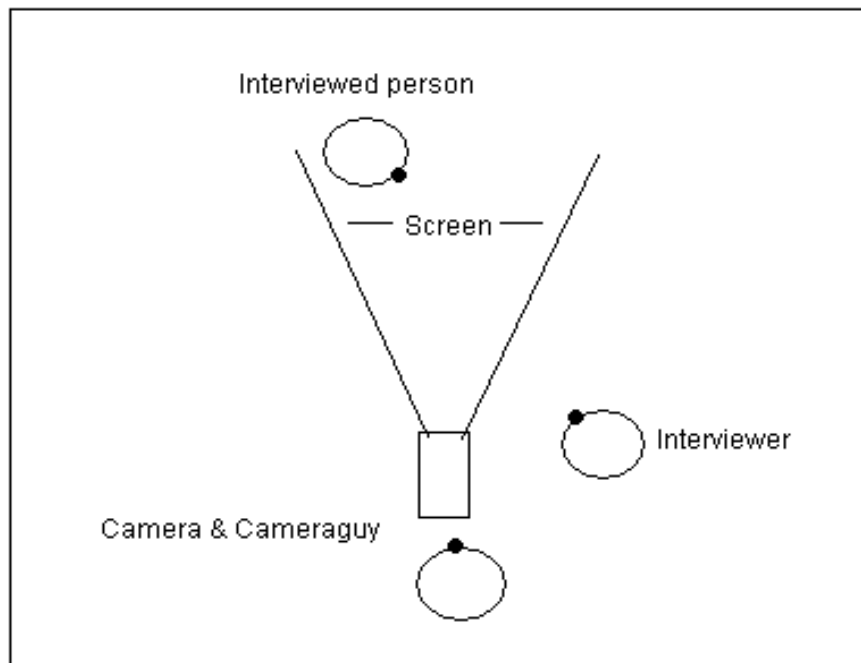
In this picture a person „hits" two left crossing points. The space on the right side of the person is free for associations of the audience. This setting would have the biggest effect if the person would for example look, walk or point to right, to the open space.

Screen layout for an interview:



For an interview its important that you don't cut the interviewed person with the right, left and top end of the screen. It has to be space between the person and the frame. You have two opportunities to place the interviewed person and the interviewer.

- The interviewed person sits on the left side of the screen and the interviewer on the right side beside the camera (normally you don't want to see the interviewer).The interviewer has to sit on the right beside the camera because than the interviewed person looks to the right in the open space of the screen.
- The interviewed person sits on the right side of the screen and the interviewer on the left beside the camera.



Version 1: The interviewed person on the left side looking to right.

5.Light settings:

The most spectacular shoots are unsightly if you can't catch them by eyes because of lacking light. Even if you film outside you should check the light conditions. For example an occurring twilight could harm good pictures.

To fit the light conditions at first you have to check out if you can change the lighting of the location or object.

If you want to light an object or human for example in a room its not necessary to light them directly. You can also light the wall in the back of the them. This will absorb the light a little bit and and the object or human is not to bright.

If you want to film outside it can be enough to film at another time of day to get the right lighting.

Everything you can't change like this you have to fit by using the cameras settings.

6.Sound settings:

Original Sound:

- the ambience sounds can be recorded by the internal microphone of the camera
- Interviews or special sounds should be recorded by a directional microphone to avoid ambience sounds on what is important
- at the cutting you can combine both sound tracks in different volumes
(for example low ambience and loud voice of an interviewed person)

Comment Sound:

The comment is important to tell the audience facts about the seen which they can't get out of the film. Examples: When did the seen happen? Who do you see? Eventually an own rating of the happened.

Some tips for a comment:

- decide if the original sound should be heard or rather how loud
- don't speak to slow
- keep your eyes on the important facts

7. Making an Interview

An interview is a directed kind of asking to get information from chosen or optional people and maybe to get special knowledge of them.

Steps to make an interview:

1. Arranging an meeting

(arrange it early, catch a confirmation, being to early a the meeting place)

2. Preparation of content

(Interviewing person defines the course of the conversation, note the most important questions, react on answers)

3. Working-technical-preparation

(Recorder, admission to record the interview)

4. Accommodation of the interviewed

(present the cause of the interview, furnish the interviewed the log of the interview and ask for admission to use it)

5. Atmosphere

(don't rate the answers, don't get emotional or provocative)

6. open questions

(ask open questions this will advance the chance to get more details)

7. useless questions

(don't ask useless questions like „why“)

8. dig deeper

(if you didn't understand the answer well ask again to get more explanation)

9. be flexible and active

(don't just ask prepared questions, listen to the answers and think about new ones)

10. conclusion

(summing-up of course and findings, thank the interviewed, avoid negative ratings)

11. post processing

(hear/read log several times, eventually re-think the concept, check facts and statements)

Types of questions:

Closed questions:

- are questions you can answer by saying yes or no or with short facts
- are good to slow down people with long too long answers
- examples: Are you married? How much children do you got?

Open questions:

- are worded in a kind that afford longer answers
- examples: Why did you marry? How did you experience the birth of your children?

8.Camera button and switch legend

FOCUS-switch	In general the focus is used for changing the distance of the seen screen in your camera. You can choose between automatic or manual focussing.
ND-FILTER-switch	<p>The nd-filter is used to change the light quantity of your camera (reduction). You have three settings to choose.</p> <ol style="list-style-type: none">1. off2. 1/8 The light quantity is reduced to about one eighth.3. 1/64 The light quantity is reduced to about sixty fourth.
GAIN-switch	<p>The gain could be explained as the opposite of the nd-filter. It is used to light a dark screen. You have also three settings to choose.</p> <ol style="list-style-type: none">1. l normal setting – no gain active2. m gain boosted to 6 db3. h gain boosted to 12 db
WHITE BAL-switch	<p>The white bal switch is used to set the white balance easier to bring the colors/light in a correct relation. You have 4 opportunities to choose:</p> <ol style="list-style-type: none">1. A free space to save own w.b.setting2. B free space to save own w.b.setting3. PRST a general w.b. preset4. In front of the camera you find the AWB button which is used to make an manual w.b.
SHUTTER SPEED SEL	The shutter speed select button or switch is used to change the exposure time. You can change from 1/50s to 1/16000s . So if you want to film fast moving objects you need a longer exposure time to get good pictures.
ZEBRA	If you activate the zebra mode by pushing the button everything seen on screen which is defined by the camera as white gets zebra like hachures.
IRIS-dial	The Iris dial is used to change the opening of the lens. A bigger opening means more brightness.
IRIS-button	If you press the iris button the camera changes between automatic and manual iris-setting.
CAMERA/VCR button	Pushing the camera/vcr button changes the operation mode. If you want to film you have to choose the camera mode. If you want to check the your material on tape or card you have to choose the vcr mode. There you can watch your material.