

# Live Video Production

## NPP Music Video Countdown

During the next few weeks we will be working on a live video production for North Park Production's Music Video Countdown. This will be a live music video telecast, counting down all of the music videos produced in your class.

There will be at least 2 hosts of the program that will introduce the show, talk about each of the music videos and perhaps talk about current events, club and concert listings and news. The show will be approximately 30 minutes in length and each person in the class will have a unique job assigned to them for this class project.

Each individual will have the option to pick what position they are going to occupy for the duration of the Music Video Countdown. Obviously, certain positions require more work, better organizational skills and knowledge; these positions will be weighted differently during evaluation. This is a BIG project. Organization, co-operation and dependability are essential. If you fail to meet your duties listed below and in anyway ruin or spoil the live video production for the rest of your class, a mark of 0 or near 0 will be given to you. The positions include:

### Co-Producers

Level of Difficulty 100

# of positions = 2

- ◆ In charge of the whole production
- ◆ Is in direct contact with me the Executive Producer
- ◆ Has the final say in everything
- ◆ Must be organized and have an overall vision
- ◆ Oversees the writing process
- ◆ Will be responsible for scheduling all aspects of production and submitting a schedule to the Executive Producer ASAP
- ◆ Chooses the order of music videos in the countdown by having a vote with the class

### Director

Level of Difficulty 100

# of positions = 1

- ◆ Manager during taping of program - THE BOSS
- ◆ Responsible for communicating effectively with the Technical Director, Camera, Character Generator (CG), writers and talent
- ◆ Oversees all operations. If the production fails it is generally their fault
- ◆ During the production they are in the booth giving orders (has radio)

### Floor Manager

Level of Difficulty 100

# of positions = 1

- ◆ Works on the floor to communicate information from the director to the talent/camera operators (has radio)
- ◆ Keeps the peace on the floor when it gets hectic
- ◆ Keeps the flow of the show going/ keeps people motivated and on track

### Technical Director

Level of Difficulty 100

# of positions = 1

- ◆ Responsible for the technical look of the show.
- ◆ Primary duty is operation of the video "switcher",
- ◆ Everything the viewers sees on the screen is put there through the actions of the TD, but at the command of the Director.
- ◆ Will be responsible for taping and making sure all technical equipment is set up.
- ◆ Will save the live video production digitally

### Audio Operator

Level of Difficulty 100

# of positions = 1

- ◆ Selects and places mics in the studio. Sets up all Audio Equipment
- ◆ Tests all sound sources before taping
- ◆ Makes sure volume levels are perfect on the Source DVD
- ◆ Controls volume levels and monitors sound quality

### Writers (not required live)

Level of Difficulty 100

# of Positions = 3-4

- ◆ Will create all written material needed for the broadcast (script)
- ◆ Will decide what the talent will say and how they will act
- ◆ The Script will including camera movements, or what camera is shooting and when.
- ◆ Will create large cue cards to be held by the stage hands

**Camera Operator**

Level of Difficulty 90

# of Positions = 2-3

- ◆ Will carryout out all camera movements needed for the show
- ◆ Will be required to set up and clean up of all cameras, cables and equipment needed for the show
- ◆ Must be familiar with script and camera movements needed at each portion of the show

**Talent**

Level of Difficulty 95

# of Positions = 2-3

- ◆ The people "in front of the camera." The performers, hosts, or guests.
- ◆ Must be familiar with script and camera movements needed in the show
- ◆ Will be in the opening sequence

**Character Generator Operator**

Level of Difficulty 95

# of Positions = 2-3

- ◆ Before the show, creates "pages" of titles, credits, and other written information to be superimposed over camera shots or videotape. During the production, calls-up these pages from the memory of the "CG" as needed.
- ◆ An effective CG operator has a sense of layout, color, and design. They should be detail oriented, and a good speller.
- ◆ Creates opening sequence.
- ◆ Creates final Source DVD with intro, all music videos in order, club and concert listings, and credits

**Stage Hand/Grip**

Level of Difficulty 90

# of Positions = 2-3

- ◆ Helps set up equipment/dismantles equipment & Cleans Up
- ◆ Holds Cue Cards
- ◆ Holds Boom mic

**Post Production Editor (not required live)**

Level of Difficulty 95

# of Positions = 1

- ◆ Edits and cleans up video after it is shot
- ◆ Adjusts audio to a consistent level
- ◆ Creates a final DVD to be shown to the school at the live Video Countdown Screening in the mini theatre

**Chroma Key Technician**

Level of Difficulty 95

# of Positions = 1

- ◆ After the Post Production editor has finished, the Chroma Key Technician will replace the green background with a digital set. They will be responsible for making the digital set work well with the live action.
- ◆ Replaces green screen with images/video supplied by set designers
- ◆ Sets up Lights to be used during taping

**Set Designers**

Level of Difficulty 90

# of Positions = 1

- ◆ Will be responsible for creating a Digital set to be used for the Chroma Key
- ◆ Will be responsible for bringing in props and setting them up
- ◆ Cleans Up

**Promotions (not required live)**

Level of Difficulty 90

# of Positions = 2

- ◆ They will create professional posters for the school and audio ads (to be aired on the announcements) to promote the Live Video Countdown Screening in the mini theatre.
- ◆ Skills in Photoshop and GarageBand are needed.

**Screening Co-ordinators (not required live)**

Level of Difficulty 90

# of Positions = 2

- ◆ They will organize a time for the screening of the live video countdown
- ◆ They will test, setup and dismantle all equipment needed for the Live Video Screening (projector, DVD, sound booth, wireless mic)
- ◆ They will take on crowd control and food control in the mini-theatre
- ◆ They will clean mini theater when completed

Date to be recorded: \_\_\_\_\_

My position is: \_\_\_\_\_