

Single-Column Script Format

There are many different types of scripts including the two column script, the news script format and the easiest to write, the single-column script format. This type of script describes everything you will see and hear in your video production. It elaborates on what you outlined in your synopsis with the addition of: complete dialogue and other audio, narration over video and all major action cues in one column.

You are to include all the dialogue that is said. Put the name of the character in UPPER case followed by a line space, followed by the dialogue. This is to be single space. Double-space the area between each character. Include all vocal changes in parentheses () if the character is not speaking in his or her normal voice, like yelling or whispering. You can also use UPPER case lettering when someone is EXCITED or YELLING.

Include all action in your script. All actions are to be in parentheses as well. This may be within the dialogue or on a separate line, depending on when it occurs.

All dialogue is centred.

The script should start with a descriptive theme that sets the mood and gives the cast any additional background information that they may need to know before performing their lines. Following the Theme include a Scene Heading. A Scene Heading, also known as a Slugline (from typesetting days), tells the reader where a scene takes place. In other words, where are we standing? Where do we put the camera? Look at some of the examples below:

EXT. JIM'S HOUSE, PATIO - NIGHT

INT. CONNER AEROSPACE, CONNER'S OFFICE - ESTABLISHING

INT./EXT. WALKER FARMHOUSE, KITCHEN - CONTINUING

Use a mono-spaced font like courier, and set your left margin at 1.5" and 1" on the right

THEME 1:

The hall is very quiet nobody is around except for one small grade nine getting a pencil from his locker. In walks Blaine the Jock who is looking for someone to bug.

SCENE 1:

INT. IN THE TECH HALL BY THE COMMUNICATIONS TECHNOLOGY ROOM - DAY

BLAINE

(In a scary mean voice)

HEY NINER! What do you think you are doing in this hall?

TIM

(very timid and quiet)

I'm, I'm just getting a pencil from my locker.

(Tim backs away from his locker quickly without shutting it)

BLAINE

(Yelling)

THIS IS MY HALL!! Get OUT!!

Script Title Pages

The first thing that a reader should see when they look at your script is the Title Page. A Title Page is **nothing special!** More specifically, don't make your Title Page special in any way. Don't use graphics. Don't use colored paper. Don't put a photo of your dog or cat on the Title Page. Just put the bare necessities on there in plain old 12 point Courier.

In the center of the page:

- The script's title
- Your name

In the lower right corner:

- Your address or your agent's/manager's contact information

In the lower left corner:

- If you've registered your script with the Writers Guild, it's okay to add a line that says "Registered, WGA"
- You might also add a copyright notification like "© 1998, Me"

Here's a sample Title Page (it's not to scale):

