Printout

There needs to be some examples for people to look at prior to filming
There needs to be some way for people to create story boards prior to creating videos

Greenhouse Production Studio
GPS Workflow

No Checklist
- Drop ins
- Local Admin
- Special Accomodations

Lori

Checklist Sent — Review of Checklist
- Approval of Checklist
- Script
- Pre-planning — Storyboard
- Visuals
- Scheduled time is requested

Teacher Created Video

Video Recording
- Teleprompter
- Transfer of videos
- Lighting ∘ Changes to meet subject's wardrobe
- Video is compressed H.264
- 3 minute recording at 1920 x 1080 HD. (3 minutes)

Depends

Topic is added to Que
- Documentation is established
- Time is recorded as progress is made
- Video_Production_Time_2015.xlsx

Footage

Editing Video (Premiere)
- Watching, Saving and Organizing
- Cutting/Splicing/Removing Video
- Increasing audio levels — Enhancing audio
- Removing background noise
- Adding markers for compositing
- No edits, 1 bake. (5 minutes).

Compositing (After Effects)
- Adding Titles
- Adding Visuals
- Adding Transitions
- Color Grading
- Trimming
- Animation/Movement
- 2 images, 2 quotes, Fades, Yellow BG, Color grading, Keying. (30 minutes)

Edit/Changes

Animated quote

Processing/Rendering (After Effects)
- Creating the initial video uncompressed video
- Longer the video the longer the render time
- The more layers/effects the longer the render time
- (1 hour).

Fading Image

Compressing and Encoding with H.264 (Handbrake/AME)
- H.264/.mp4
- 1000 kbps data is target bit rate, quality vs. file size.
- 2 pass encoding (better quality)
- 160 bit AAC audio
- 12 GB > 24.6 MB. (10 minutes)

Final Check
- Checking for proper audio/video encoding
- Check Brand/Visual consistancy
- Share via Dropbox to pre-screen before final deployment
- Email/Dropbox Share or visit to determine completnes
- Watch video. (3 minutes).

Needs Work

Looks Good!

File Archive
- File is saved locally for future reuse
- Videos are archived based on class and or name

All videos — **Video Considered Finished** — Video for Class — **Deployment to Joule**
- Notification to Joule Team
- Link gets added to course

Video for Class or Administration

Video for Class or Administration

Deployment to Adobe Connect
- Uploading to Adobe Connect
- CLASS > Topic ∘ File organization
- Permalink is made. Content can be updated link does not change
- File size determines speed (3 minutes)

Deployment Other
- Email
- Youtube
- Dropbox
- Other

Total Production Time:
- 1 hour 15 minutes
- 3 minute video

Video is Logged as complete
Time is recorded