
Who Does What?

— **FILM SET ROLES** —

Filmmaking = Team Work!



Director

The director analyzes the script and makes creative decisions on *how* to tell the story

Responsible for communicating their ideas clearly to their crew and being prepared for set

Direct actors / talent for emotionally rich performances



Producer

Plan the timeline of production

Build and hire the team

Manage logistics, legalities, and keep the film on budget.



Director of Photography

Fulfills the Director's visual choices by *designing* camera and lighting styles. Depending on how large the camera department might also operate the camera.

Camera Operator

Physically operates camera



Assistant Director (1st AD)



Analyzes the script for logistical needs (cast, locations, wardrobe)

Creates the shoot schedule

Maintains order on set: gives crew calls, answer crews' questions, time keeps and keeps everyone on schedule

Has backup plans when problems arise

Directs "extra" actors

Production Manager / Production Coordinator

Manages all production logistics such as parking, restroom access, meals/craftie, logistics and more.



2nd Assistant Camera

Slates, keeps track of camera reports, and provides overall support to camera



RED CAMERA REPORT						
Shoot Day:		Page ____ of ____		Production		
P.:		1st A.C.:		2nd A.C.:		
Mag	Lens	F-Stop	Filters	Notes	Shutter	ISO

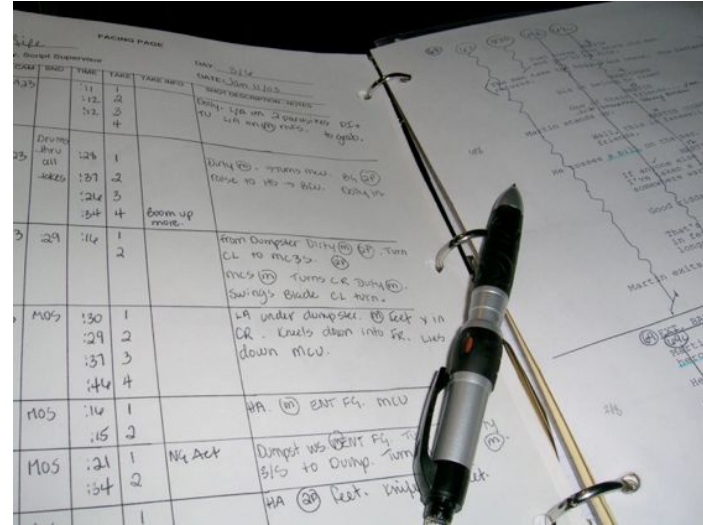


Gaffer

Runs the Grip and Electric (or G&E team)
Executes the lighting plan



Script Supervisor



Ensures continuity (or consistency) from shot to shot

Keeps track of position of actors and objects across takes

Key Grip

Builds platforms
Sets up rigging &
Equipment
(car mounts
& cranes)



Production Sound Mixer

Records and sound mixes sound captured on set



PRODUCTION SOUND REPORT

TITLE: <u>PADDINGTON 3</u>	PRODUCTION CO: <u>SOLAR SYSTEM STUDIOS</u>
SOUND MIXER: <u>JACK TYLER DURDEN</u>	MIXER EMAIL: <u>EM@LOCATIONSOUND.COM</u>
PHONE: <u>(800) 555-0134</u> MASTER MEDIA: <u>SD CARD</u>	BACK-UP MEDIA: <u>CF CARD</u>
RECORDER: <u>SD 688</u> SAMPLE FREQ: <u>48 K</u>	BITS: <u>24</u>
TIME CODE: <u>23.98</u> TONE: <u>1000 Hz</u>	MONO MIX ON CH# <u> </u>

DAILY INSTRUCTIONS:

SCENE	TAKE	SEGMENT/ FILE #	NOTES	1	2	3	4	5
5A	1	0001	PLANE OVERHEAD	BOOM	PADDINGTON	MR. T	DANIEL	GOP
5A	2	0002	GOOD TAKE, CUCK BTWN LINES					
5A	3	0003	X					
5A	4	0004	Safety X					
5A	5	0005	2nd Safety X					
5A	6	0006	CAR IN BG					
5A	7	0007	X (MORE TAKES?)					
5A	8	0008	ACTOR SNEEZED (MOVING ON!)					
5B	1	0009	X					

Boom Operator

Operates the boom microphone



Art Director

Works with the Director and DP to create the world and artistic “look” of the film



Production Assistants

Help out wherever the film production needs support!



9A Crew for Labs - Roles and Key Responsibilities

Director - Sets Vision + directs actors, shot list and storyboards

Assistant Director - shoot schedule; maintains order on set; keeps you on time

Director of Photography (DP) - helps with shot list/storyboards

Camera Operator - operates camera

1st AC - Sets up camera, helps operator

2nd AC - Slates, camera reports, organizes footage media

Talent/Actors - Perform

*often these three roles will become one in labs



WHY WE STAY IN ROLES

Safety: Protect equipment and people

Efficiency: Can achieve more and quickly

Professionalism: Respecting others in their role builds trust, reliability, and good will