**Video Project Proposal** Submitted By \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Group # \_\_\_\_\_\_

**VIDEO TITLE**

Enter Video Name Here

**PROPOSED AIR DATE:**

Enter Run Date Here

**TEAM Members**

Enter Active Group Members Here

**VIDEO STYLE**

Enter Here

**TARGET AUDIENCE**

Describe the Audience Here

**VIDEO DESCRIPTION** – *Provide a brief description of what is happening in your video*

**SETTINGS & RESOURCES** – *Indicate the locations of your video and what props might be needed for each scene.*

**EQUIPMENT AND PROPS NEEDED:**

*Camera -*

*Tripod -*

*Mics/Audio:*

**ESTIMATED SCHEDULE:**

**Sample**

DAY 1, Date\_\_\_\_\_\_\_\_\_\_\_

Brainstorm Video Ideas

Brainstorm Locations

Brainstorm Cast/Crew

DAY 2, Date\_\_\_\_\_\_\_\_\_\_\_

Solidify Video Idea

Storyboards

Scripts/Outline

Crew Schedules - Solidify

Project Proposal Due

DAY 3, Date\_\_\_\_\_\_\_\_\_\_\_

Casting - Get cast schedules.

Locations – confirm

Director & Editor Meeting

Schedule Shooting Dates - Solidify

Script Breakdown/ Storyboarding

Shoot

DAY 4, Date\_\_\_\_\_\_\_\_\_\_\_

Finish Storyboarding

Shoot

DAY 5, Date\_\_\_\_\_\_\_\_\_\_\_

Shoot B Roll

Edit - Rough Cut "done". Analyze what you have and decide if you need reshoots.

DAY 6, Date\_\_\_\_\_\_\_\_\_\_\_

Shoot

Edit

DAY 7, Date\_\_\_\_\_\_\_\_\_\_\_

FINALIZE - Most touch up should be done by this date of week.

Export final cut of video to your project folder

Archive Files to server in proper folder

Complete Peer Evaluation sheet