

Odisha State Open University



Commonwealth of Learning

AUDIO VISUAL PRODUCTION

Audio Production



Diploma in
Multimedia and Animation (DMA)

DMA-05
BLOCK-1

Audio Visual Production

Block – I: Audio Production



ଓଡ଼ିଶା ରାଜ୍ୟ ମୁକ୍ତ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ସମ୍ବଲପୁର
ODISHA STATE OPEN UNIVERSITY, SAMBALPUR

Audio Visual Production

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Course Overview

Welcome to Audio-Production

In this block, you will learn about two parts of film making like hypothesis and practical. You will find out about the means utilized as a part of making preparations for different mediums like T.V., Film and so on. Other than that you will learn the skill to write a screenplay, shooting script, storyboard, and making of a budget, designs a production and so on.

Concept of Sound

Sound plays a greater role in the field of communication, entertainment, understanding, sharing of the information. It is one of the most important fields for electronic media like Television, Radio, Cinema and Public Broadcasting. The world of modern music is becoming so popular that the audio technology has become simpler.

Audio Equipments

Audio equipments are used for different purpose and for various applications. Audio engineer uses outdoor portable recorder for an outdoor recording and other equipments for studio recording.




Sound Recording

Sound recording is a process that involves both the skill of art and science. The purpose of recording is to restore the information for future use and it may be stored for years. Sound recording process takes multiple steps.

Audio Editing

Audio Editing is done in many stages of audio production. In the post production many things are to be done on the mixing console desk. Noise is an important factor to be remembered and taken care of during track laying and editing. Noise is removed in this stage of audio production.

This video will provide a brief overview of this course.

Topic	YouTube link	QR Code
Video 1 – Audio fundamental and its equipments	https://youtu.be/AqN6_SFoAaw	
Video 2 – Audio editing process using Audacity	https://youtu.be/aXspsADKwsY	
Video 3 – Dubbing mixing & sound designing	https://youtu.be/O6FcIhR0B68	

Course outcomes



Outcomes

Upon completion of Audio-Production you will be able to:

- Describe the Concept of Sound and its phenomena.
- Name the audio equipments that are used in audio productions.
- Differentiate between the types of Microphones.
- Explain the Process of Sound Recording
- Describe Voice Dubbing process.



Timeframe



How long?

This course will be completed within “2” classes.

This course is of “1” credits.

4 Hours of study time is required to complete this unit.

Study skills



Learning about the audio visual productions are a part of Multimedia Coaching. But, when it comes to creation of an output, there is no specific ABC formula for doing so. It is just like a painting in which the artists choose the colour and proportion according to the need, not as per a written plan.

In creating outputs for TV, Films etc. we have to utilize the software tools from one corner to another randomly. So for every project, the formula is different. There is no fixed recipe for all kind of output. So, the more and more you learn about the options, more variety you will get. Each and every option is explained step by step in the course material.

Apart from this course material, the learner has to adopt the tendency of learning from multiple sources i.e.,

- Internet tutorials
- Video tutorials on youtube
- Collaboration with people working in the industry etc.

Only classroom study will not make you a professional. You have to be active to grab the opportunity of learning wherever you get a chance.

Need help?



Help

In case of any help needed you can browse the internet sites like youtube.com for video tutorials about the subject.

Assignments



Assignments

There will be some assignments at the end of each unit.

These assignments are mostly practical based and should be submitted in CD or DVD. Theoretical assignments are to be submitted neatly written on A4 size sheet.

All assignments will be submitted to respective study centre of Odisha State Open University or as directed by Co-ordinator.

All assignment should be unit wise on separate CD/DVDs clearly mentioning course title and unit on Top. Theoretical Assignment will be neatly filed or spiral bind with cover clearly mentioning necessary information of course.

Assessments



Assessments

There will be "1" assessment for each unit.

All practical assessment will be submitted to OSOU.

Assessment will take place once at the end of each unit.

Learner will be allowed to complete the assessment within stipulated time frame given by the university.



Video Resources



This study material comes with additional online resources in the form of videos. As videos put in human element to e-learning at the same time demonstrating the concepts visually also improves the overall learning experience.

















You can download any QR code reader from Google Play to view the videos embedded in the course or type the URL on a web browser.

Getting around this Course material

Margin icons

While working through this Course material you will notice the frequent use of margin icons. These icons serve to “signpost” a particular piece of text, a new task or change in activity; they have been included to help you to find your way around this Course material.

A complete icon set is shown below. We suggest that you familiarize yourself with the icons and their meaning before starting your study.

			
Activity	Assessment	Assignment	Case study
			
Discussion	Group activity	Help	Note it!
			
Outcomes	Reading	Reflection	Study skills
			
Summary	Terminology	Time	Tip



Unit- 1

Concept of Sound

Introduction

Sound is an important concept in our life. It plays a greater role in the field of communication, entertainment, understanding, sharing of the information. It is one of the most important fields for electronic media like Television, Radio, Cinema and Public Broadcasting. The world of modern music is becoming so popular that the audio technology has become simpler. The sound production abides with different aspects, this is a field where both art and science work together and creates the wonders in the form of music that has a healing power. Imagination, artistic support and technical expertise can give birth to a creative production. Sound recording technology changes with the time.

Now we are living in a digital world, where most of us are spending so much time with the social media like facebook, twitter, whatsapp and dealing with voice calling, voice sms, video calling, chatting etc. Knowingly or unknowingly you are using a camera, video recorder, audio recorder, transmitter and a receiver in the form of a smart phone. The reason is the advancement in the technology, vis-à-vis the convergence of audio-video technology. If you want to pursue a career in the media industry, then you have to learn the expertise of media technology. It may be an audio recording, a video shooting or a digital promotion. Sound technology is one of the widely used in the electronic media and film production.

Outcomes

Upon completion of this unit you will be able to:



Outcomes

- Describe the Concept of Sound and its phenomena
- Differentiate between different types of Sound.
- Describe the construction of human ear and its function.
- Explain the characteristics of Wave Form

Terminology



Terminology

Wave:	A Graphic representation that describe sound.
Loudness:	It is the Gain of sound pressure level.
Propagation:	Travel of sound in air medium.
Decibel:	Unit of Loudness.
Amplitude:	Distance above or below the centre line of wave.
Stimulus:	The vibrating sensation.

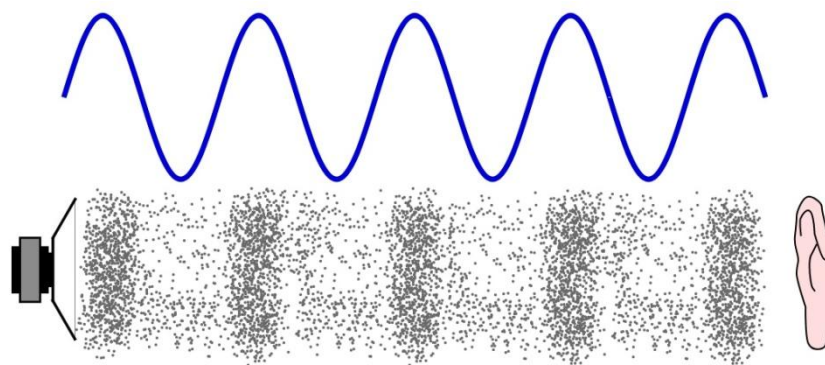
Concept of Sound

In our surrounding, many physical events occur. You can see them through the eyes and hear the sound by ears. Sound is a phenomenon that describes the brain's perception and interpretation of a physical stimulus that arrives to the ears. It is a both physical and psychological phenomenon. Sound is generated from a source attached to the atmosphere which travels through wave propagation in the air (Figure 01). Not only in the air, it can also travel through the water and metal also. It takes place through periodic vibration in the air molecules and reaches to our



ear. When it passes into our ear through the external object many things tend to happen and our brains responds to it accordingly.

Now let us learn how the ear acts. The Sound arrives at our ear in the form of a periodic vibration in the atmospheric pressure known as sound pressure level (SPL). Sound Pressure Level is the acoustic pressure that is built up within a specific atmospheric area. The greater the sound pressure level, the louder the sound. Sound pressure level can be measured in decibel (dB). Our ear can receive the sound vibrations from 360 Degree angle.



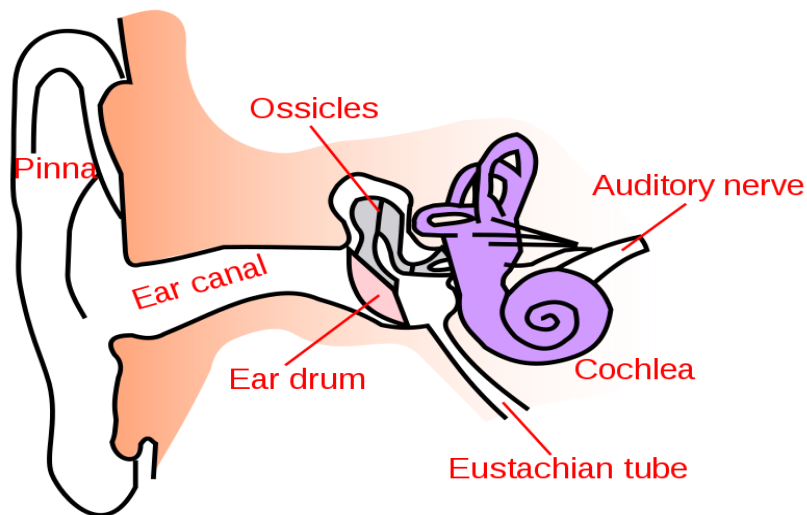
Title- Fig-1 Wave propagation

Attribution- Pluke

Link- <https://commons.wikimedia.org/wiki/File:CPT-sound-physical-manifestation.svg>

The vibrating waves travel through the air, medium are collected at the outer ear and then passes through the aural canal of inner ear and hits the stretched drum like membrane called *eardrum* which is attached to the ear drum, a snail like organ called *cochlea* that contains so many tinny hairs. The sound waves after reaching the inner ear are then changed into mechanical vibrations, which are transferred to the inner ear of three bones; these three bones are the *hammer*, *anvil* and *stirrup* (Figure 02). These bones act like an amplifier and a limiter, means they help the weak signals to boost and limit the louder sound too (we will discuss on amplifier and limiter in the next unit). The vibrations are then applied to the cochlea-a tubular, snail like organ that

contains two fluid filled chambers. Within these chambers there are tiny hair receptors. These tiny hairs can respond to different frequencies and are lined in a row along the length of the cochlea. Then the mechanical signals are sent to the brain and this neural stimulation gives us the sense of hearing.



Title- Figure-02: Diagram showing the outer, middle and inner ear.

Attribution- [Iain](#) at [English Wikipedia](#), SVG conversion by [User:Surachit](#)

Link- <https://commons.wikimedia.org/wiki/File:Ear-anatomy-text-small-en.svg>

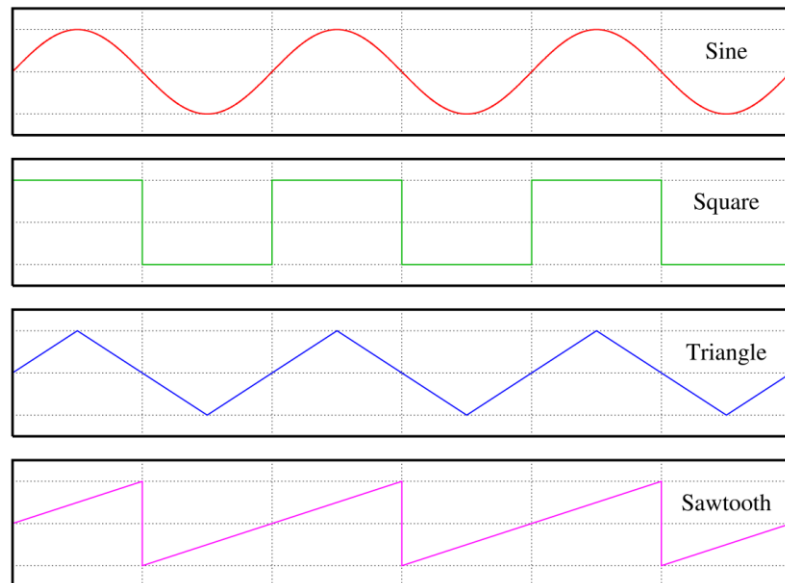
A convenient pressure level that produces the phenomenon of hearing is called threshold of hearing. The minimum Sound Pressure Level (SPL) that is required for hearing in most of the people is equal to 0.0002 microbar. One microbar is equal to one million atmospheric pressure. The SPL that causes discomfort in a listener 50 percent of the time is called the threshold of feeling. It occurs at a level of about 228decibel.The SPL that causes pain in the listener 50 percent of the time is called threshold of pain and it occurs at a level of 140dB.

Types of Sound

We are dealing with so many types of sounds. Some are artificial and some are natural. The sound we hear may be a combination of multiple frequencies, and having different magnitude. The wave forms are in the shape of a triangle wave,



sine wave, square wave and saw-tooth wave (Figure 03). Our ear can receive frequency of a single cycle per unit time and a maximum of 20,000 cycles per second.



Title- Figure-03: Different wave forms

Attribution- Omegatron

Link- <https://commons.wikimedia.org/wiki/File:Waveforms.png>

Frequencies are categorised into low, low-mid, high-mid and high band. There are two kinds of waves they are transverse and longitudinal. Longitudinal waves move parallel to the direction the wave is travelling. Whereas the transverse waves on the other hand is where the vibration is at 90 degrees to the motion of the wave.

When we speak, the sound usually generated at the vocal cord of the throat. Human beings have a definite frequency band in our vocals. Similarly there are different tones and timber in animals and musical instruments.

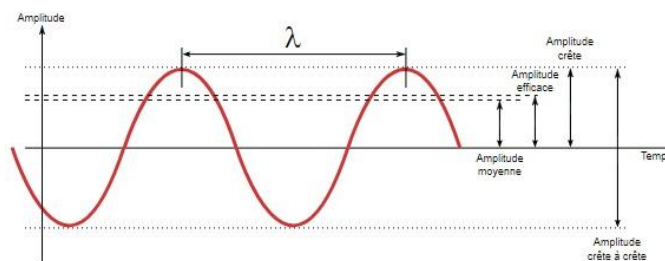
Characteristics of a Wave Form

A wave form is the graphical symbol that represent of a signal's sound pressure level as it moves through a medium over time. A wave form is helpful to see & understand the actual

phenomenon that takes place in the physical environment. Followings are the characteristics of wave form.

- Amplitude
- Frequency
- Wave length
- Velocity
- Phase
- Harmonic content
- Envelope

Amplitude- Amplitude is the distance above (+ve) or below (-ve) the centre-line of a wave form. The greater the distance from the centre line, the more louder the sound will be.



Title- Figure-04: Wave form

Attribution- Qualc 1

Link-

https://upload.wikimedia.org/wikipedia/commons/e/ea/Sinus_amplitude.svg

(Courtesy: dba.med.sc.edu)

Frequency: Frequency is termed as the wave vibration per unit time. The number of waves that passes through fixed place in a given time. In other words, it is the number of cycle per second and is measured in *Hertz* (Hz). The vibrating mass repeats a cycle of positive and negative amplitude. One completed journey on



both positive and negative side of the centre line is known as a cycle.

Wave Length: It is the actual distance in a medium between the beginning and the end of a cycle, and is measured in *Lambda* (λ). The wave length changes according to the frequency. The lower frequencies have a greater wave length and the higher frequencies have the shorter wave length. Low Frequencies travel more distance than high frequencies.

The physical length of a wave can be calculated using the formula.

$$\lambda = v/f$$

Where λ is the wave length in the medium?

V is the velocity in the medium

F is the frequency in hertz

Velocity

In physics the term 'velocity' is a rate of change of speed. Like the light, the sound which travels in the air. The speed of sound when it travels through air medium at 68⁰ F or 20⁰ C temperature is approximately 344 meter per second. The speed may vary according to the variations in atmospheric temperature.

Phase:

A cycle can begin at any point on a wave form. It is the position of a point in time on a wave form. When two sine waves combine together, it produces a single sound; their relative amplitude is different at any point of any time.



Phase is measured in degree. The sine wave is usually consider to begin at 0^0 with zero amplitude and it can increase to a maximum of 90^0 and then decrease to having a zero amplitude at 180^0 and then increase to a maximum of 270^0 (in the negative direction) & finally come back to its original level at 360^0 .

In-Phase: When two waves form and having the same frequency shape & peak amplitude are added, the resulting wave form will have the same frequency, phase & shape but double in amplitude. This wave forms will be called as in-phase wave.

Out-of-Phase: When two waves of different frequency, shape and phase are combined together, it results in a straight line of zero amplitude. That means both the positive phase and negative phase will cancel each other.

Harmonic Contents: A Sine wave is a single frequency that produces a pure tone. Compound sound waves have a combination of multiple frequencies. A piano can produce the tones of different frequencies and at different pitch too. The factors that help us to differentiate between instruments are called partials that exist in addition to the pitch that's being played which is called fundamental. Partial that are higher than the fundamental frequency are called upper partial or over tone. The over tone frequencies that are whole numbers of multiple of the fundamental frequency are called harmonies.

Acoustic envelope: Every instrument has its unique timber. Timber differentiates one instrument to others. Envelope of a wave form is the characteristic variations in level that occurs over the duration of a played note.

Frequency Response

Frequency response is simply defined as the response to frequency range. Our ears can response to a too low frequency and a too high frequency. This frequency range is known as dynamic range of hearing. And the dynamic range of human ear is 20Hz to 20 kHz.



For example, we can hear the sound of a bass guitar, which carries low and low mid frequencies. And we can also hear the sound of a mosquito which creates extreme high frequencies.

Pitch

Pitch is word that defines the position of a note in the musical scale. Then what is a musical scale? Arrange of notes in different pitch. We can say that the pitch refers to the highness and lowness of a note. Pitch is related to frequency. Two notes are very closely related. In fact it is convenient to give an exact frequency to a particular musical note, or rather the fundamental frequency of that note but we ought to note that the pitch of sound can be affected by its loudness.

Unit Summary



Summary

In this unit you learned about the definition of sound, wave propagation, role of human ear in receiving the sound, how the sound travels and reaches to our ear drum, the construction and function of the human ear, various characteristics of a wave form such as frequency, wavelength, amplitude, velocity, harmonic content, phase and acoustic envelope, pitch etc.

Assignments



Assignments

1. Discuss the characteristics of wave form.
2. List the main obstacles for hearing?
3. Write the various medium through which sound can travel.
4. Describe the construction of ear with diagram.
5. Describe the pitch.
6. Name the unit of loudness
7. Frequency is measured in_____.
8. We measure the wave length in_____.
9. What is the dynamic range of human ear?

Resources



Reading

- Modern Recording Techniques , David Miles Hurber and Robert E.Runstein, Focal Press
- https://en.wikipedia.org/wiki/Sound_recording_and_production
- <https://www.makeuseof.com/tag/7-free-resources-learn-sound-engineering/>
- <https://www.recordingconnection.com/courses/audio-engineering/audio-lesson-01/>



Unit 2

Audio Equipments

Introduction

Sound recording is a process of converting one form of signal to another corresponding form of energy using so many equipments.

In this unit you will learn about the various kind of equipments related to sound recording and processing. These equipments are used for different purpose and for various applications. For an outdoor recording audio engineer they use different kinds of outdoor portable recorder whereas for studio recording they use required equipment as applicable.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Name the audio equipments that are used in audio productions.
- Differentiate between the types of Microphones.
- Identify the use of different microphone at different places
- Locate various sections of an audio mixing console.

Terminology



Terminology

Acoustic Wave:	A longitudinal wave that consists of a sequence of pressure pulses or elastic displacements of the material, whether gas, liquid, or solid, in which the wave propagates.
Microphone:	A device that convert acoustic signal to electrical signal.
Diaphragm:	A thin sheet of material forming a partition.
Capacitor:	An electricity storing device.



Omni directional: Response to all direction.

Unidirectional: Response to a particular direction only.

Learners, it is very important that you should know the different types of audio equipments that are used in the recording setup.

Acoustics

The term acoustic is an interdisciplinary science deals with the study of all mechanical waves and concerned with the production, effects, and transmission of sound waves. The transmission of sound waves through different mediums, we often hear people talking about good or bad acoustics. Good acoustics may improve the sound quality. To judge the sound, we need good audible conditions. That means the venue should be good and free from any sound reflection, diffraction, refraction, absorption and interference. You might have visited any auditorium, theatre or music studio, which are treated acoustically to produce a good sound outputs. Proper acoustic design of a music recording studio is not so easy. It may be cost effective and time taking.

Microphone

Microphone is a transducer that changes one form of energy (sound waves) to another corresponding form of energy (electrical signal). It is often the first device in a recording chain. The overall sound quality of a microphone will depend upon its operating type, sensitivity and polar pattern. The other factors that influence the sound quality are placement, distance, and the acoustic environment. Knowledge of the behaviour of microphone is essential for everyone working in sound industry (Figure 07).



Title- Figure-07: Microphone

Attribution- DidgeMan

Link- <https://pixabay.com/en/microphone-mixer-cable-626032/>

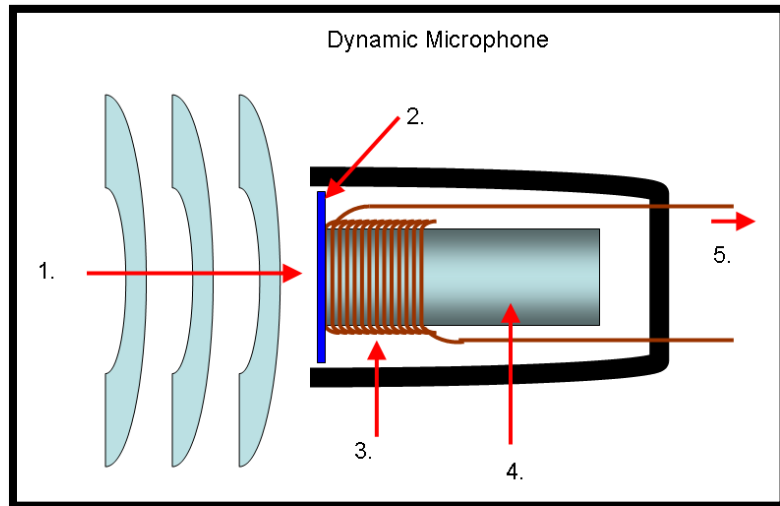
In order to deal with the wide range of musical, acoustic and situational circumstances, a large number of microphone types, styles and designs are available for a purposeful use. Before go for a recording let us know the microphone.

Types of microphone

There are three types of transducer used: Dynamic microphones, Ribbon microphones and Condenser microphones. All of them work on different principles.

The Dynamic Microphone

Dynamic microphone operates by using the principle of electromagnetic induction. The theory of electromagnetic induction states that whenever an electrically conducted metal cuts across the flux lines of a magnetic field, a current of a specific magnitude and direction will be generated within that metal.



1. incoming sound
2. diaphragm
3. Coil
4. permanent magnet
5. resulting signal

Title- Figure-08: Microphone Construction

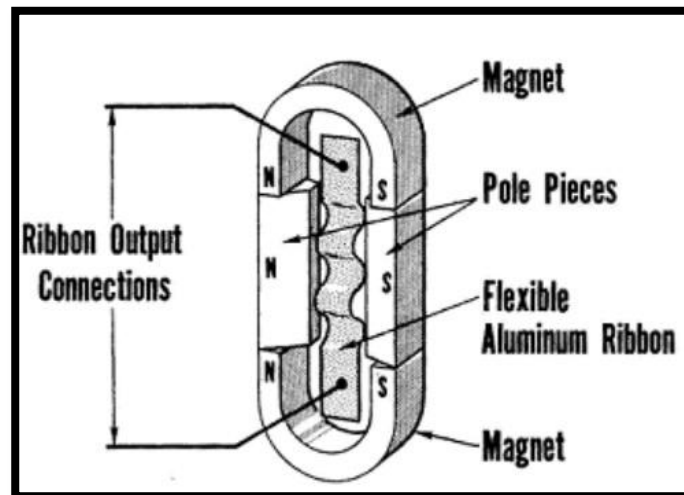
Attribution- Banco

Link- <https://commons.wikimedia.org/wiki/File:Mic-dynamic.PNG>

Dynamic microphone consists of a stiff Mylar diaphragm of about 0.35 mil thickness. Attached to the diaphragm is a finely wrapped core of wire, also called as moving coil or voice coil. That is precisely suspended within a high level magnetic field. Whenever an acoustic pressure wave hit the diaphragm, the attached voice coil is displaced in proportion to the amplitude and frequency of this wave. Causing the coil to cut across the lines of magnetic flux supplied by a permanent magnet. Hence an analogues electrical signal is induced in to the coil and across the output lead (Figure 08).

The Ribbon Microphone

Ribbon microphone operates on the same principle the dynamic microphone operates.



Title- Figure-09: Cut away details of ribbon microphone

Attribution- [N.H. Crowhurst](#)

Link- http://www.vias.org/crowhurstba/crowhurst_basic_audio_vol1_032.html

It consists of two extremely thin aluminium ribbons. Often this diaphragm is corrugated along its width and is suspended within a strong field of magnetic flux. Sound pressure variations between the front and the back of the diaphragm causes it to move and cut across these flux lines, inducing a current into the ribbon that is proportional to the amplitude & frequency of the account wave form.

The Condenser Microphone:

The third type of microphone is condenser microphone, which operates on the principle of electro-static. The condenser microphone consists of two very thin plates. One immovable and one fixed. These two plates form a capacitor. And the capacitors are capable to store an electrical charge. The amount of charge that a capacitor can store is determined by its capacitance value and the voltage that's applied to it. According to the formula

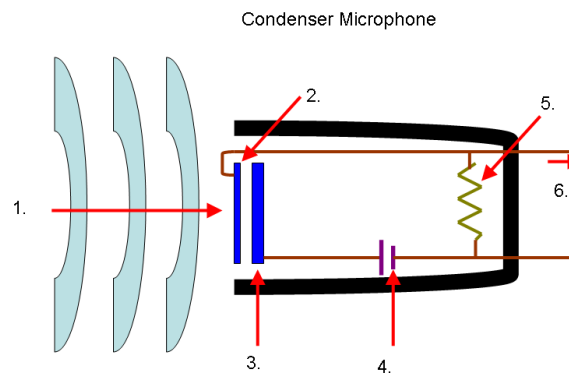
$$Q=CV$$

Where Q is the charge, in Coulomb

C is the capacitance, in Farads.

V is the Voltage, in volt

The capacitance is determined by the distance between the plates, the substance between the plates and surface area of the plates.



1. Sound Waves
2. Diaphragm
3. Back Plate
4. Battery
5. Resistor
6. Audio Signal

Title- Figure-10: Cutaway of Condenser Microphone

Attribution- Banco

Link- <https://commons.wikimedia.org/wiki/File:Mic-condenser.PNG>

The plates are connected to opposite sides of a DC power supply, which provides a polarizing voltage to the capacitor. The sound pressure wave hits the diaphragm, its capacitance changes and the distance between the two plates decreases with the increase of capacitance and vice-versa. In the formula $Q=CV$, $R.C$ and V are interrelated. So if the charge (Q) is constant and the capacitance (C) changes, the voltage (V) must change in inverse proportion. Along with the variable capacitor a high value resistor is placed into the circuit that produces a circuit time that's longer than a single audio cycle. The resistor prevents the capacitor's

charge from varying with rapid changes in capacitance due to the applied sound pressure, the voltage across the capacitor changes according to $V=Q/C$. When the voltage across the capacitor changes, the voltage across the resistor will also change. But the direction is opposite. This voltage across the resistor will become the microphone's output signal.

Electrets-Condenser Microphone:

These microphones work on the same operating principles as an externally polarized condenser microphone except that a static polarizing charge is permanently stored within the diaphragm or on the back plate of the microphone. Due to this electrostatic charge no external powering is required to charge the diaphragm.



Title- Figure 11: Laval Microphones

Attribution- Terodaktil

Link- https://commons.wikimedia.org/wiki/File:Lavalier_mikrofon.jpg

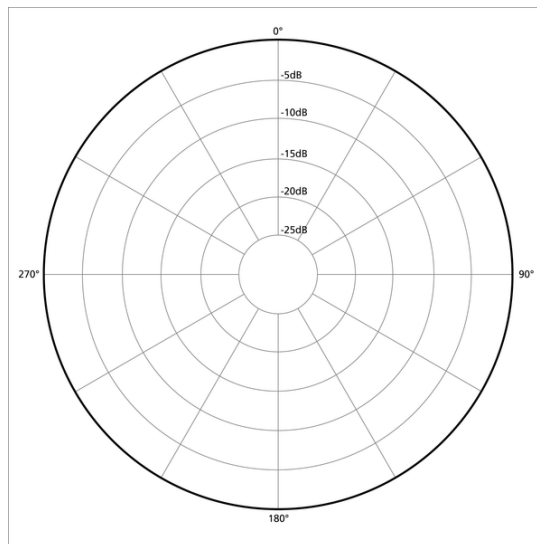
Characteristics of Microphone:

The microphones are of different types, styles and designs to fulfil a wide range of applications. Its physical and electrical characteristics also differ. To get the best result one need to understand its directional response, sensitivity, frequency response & transient response.

Microphone's directional Response:

All microphones have different directional responses, means responding to the sound wave at various angles of incidence. This is known as polar pattern of a microphone. Microphone directionality can be classified in to two categories.

- Omni directional polar pattern
- Unidirectional polar Pattern



Title- Figure 12: Directive response of Mic.

Attribution-Galak76

Link-

https://commons.wikimedia.org/wiki/File:Polar_pattern_omnidirectional.png

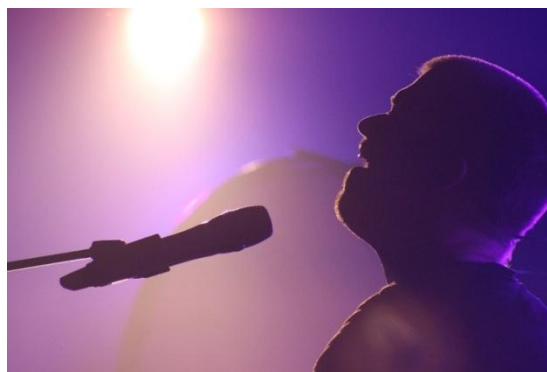
The Omni directional microphone's diaphragm reacts equally to all sounds from all the direction. In other word the Omni directional microphone can catch the sound wave from 360 degree angle.



When the diaphragm picks up the sound pressure from the front side (on-axis) and backside (off-axis) of the microphone, we called it a bidirectional polar pattern. It means responding the sound wave from both the directions. Here the microphone can receive the sound from the opposite directions only. Various polar pattern used in the sound engineering technology are unidirectional, cardioids, super cardioids, hyper cardioids, bidirectional etc. (Figure 12).

Microphone Placement

Placing the microphone at a suitable distance and appropriate direction from the sound source, can give a good recording output. Microphone placement is very important. The sound intensity may vary according to the distance of the microphone from the source. Don't hesitate to experiment on the placement of microphone. Hear the sound first. Place the microphone at the source and hear it through monitor. A microphone can give its best result when the placement will be accurate. The more the distance of the microphone from the sound source, the more it will add the ambience sound with the main signal. That means the microphone allow the room's acoustic environment to be picked up with the direct sound signal.



Title- Figure 13: Placement of Microphone for vocal artist



Attribution-akd835

Link- <https://pixabay.com/en/singer-silhouette-concert-mic-1595864/>

Close microphone placement will give a tight and present sound quality and excluded the acoustic environment. The position of microphone for a singer may be different for male singer and female singer. Similarly the placement for musical instruments is also varying from source to source according to the timber, intensity and quality of the musical instrument.

Microphone stands and cabling

We learnt about the microphones and its characteristics. Now we will study about its supporting stands. Microphone stands should be stable and not movable and must have the ability to tolerate the weight of the microphone .There are different types, designs of microphone stands are available in the market.

Cabling is the wired communication between two devices. For example-

- from microphone to audio mixer,
- from mixer to recorder and
- from recorder to amplifier to audio monitor.

The quality of sound depends upon a neat and clear cabling. The untidy cables can create a bad impression in the minds of performers and public. A neat layout makes it easier to track down. Don't cross the line cable over audio cable to avoid electrical fluctuations.

Ambient Microphone Placement

The microphone should be placed in such a distance that the room ambience is more prominent than the direct signal. The ambient pickup is often a stereo cardioids pair. This type of placement is preferred for a live concert recording, in a hall to restore the natural reverberation. It is also applicable in a live concert or musical stage show to pick up the reaction and applause of the audience. (Figure 14)



Title- Figure 14: Stage show recording

Attribution-Thibault Trillet

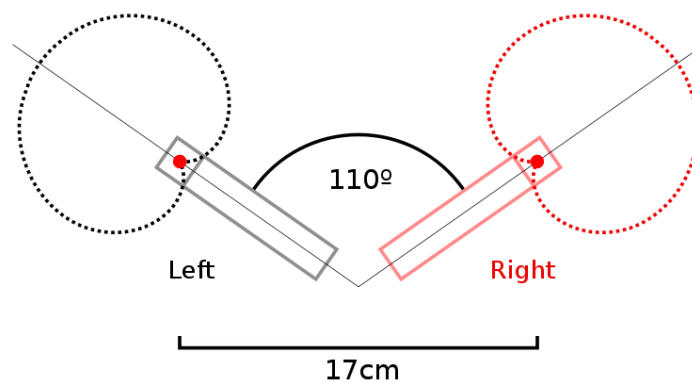
Link- <https://www.pexels.com/photo/audience-band-concert-crowd-167636/>

Microphone Applications

There are so many ways microphones can be used. Omni directional microphones are less affected by wind than other microphones and are therefore very suitable for out of doors interviews. It should normally be possible to hold the microphone still and between the two people (interviewee and interviewer). Most of the lapel microphones clipped to the clothing of the artist or anchor is often Omni-directional. Hand held vocal microphones are usually cardioids but good results can be obtained with Omni-directional mikes. Cardioids microphones are the most commonly used microphones and they tend to be prone to the effects of wind because there are slots behind the diaphragm to allow some sound in turbulence around these slots can be troublesome. However a good wind shield can greatly reduce the problem. Hyper cardioids microphones have the same drawbacks as cardioids microphones.

Stereo Microphone Placement

Stereo miking techniques are used to obtain a coherent stereo image. In this technique two microphones are used. These techniques can be used in either the close or distance miking of background vocals, large or small ensembles, and single instrument, on location or studio applications. There are three types of miking techniques used such as space pair, XY-Technique and the M-S Method.



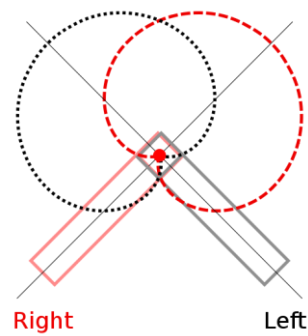
Title- Figure 15: Stereo Mic placement

Attribution-Lainf

Link- https://commons.wikimedia.org/wiki/File:XY_stereo.svg

Spaced Microphone In this type of placement, the mic can be placed in front of an instrument. This technique places the two mics anywhere from only a few feet to more than 30 feet apart and to create a stereo image, where the time and amplitude cue are used. This technique has a drawback of phase discrepancies.

The XY Technique The XY Technique is an intensity dependant system that uses only the cue of amplitude to discriminate direction. In this technique two directional microphones of same type, manufacture and model are placed at their face close together and facing at angle to each other. The microphone outputs are equally panned left and right. In this technique the stereo image is excellent. The generally accepted polar pattern for this technique is cardioids. They are effective for string instruments and acoustic instruments.



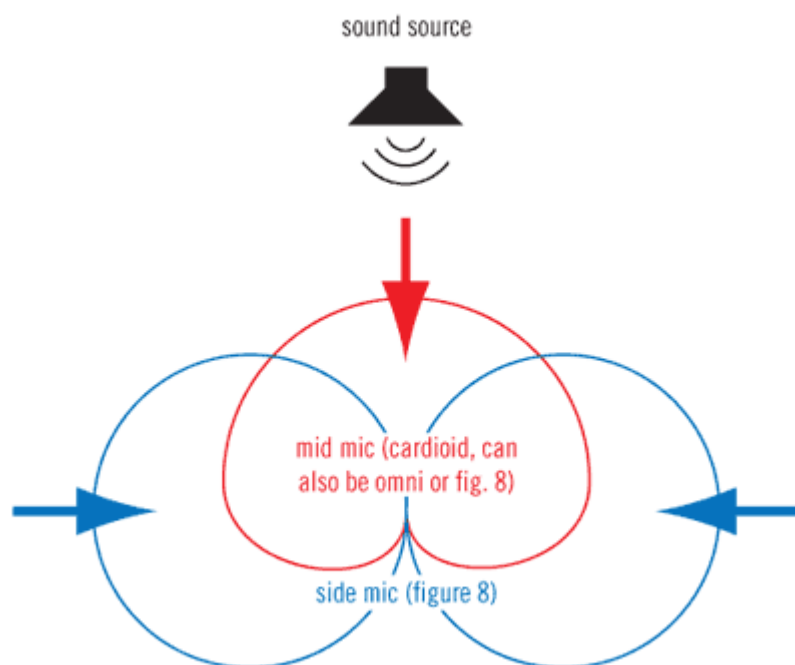
Title- Figure 16: XY Placement of Mic.

Attribution-Lainf

Link- https://commons.wikimedia.org/wiki/File:XY_stereo.svg

M-S Method

In this configuration, one of the microphone capsules is designed to be the mid position pickup. The side capsule is generally chosen to be a figure 8 patterns that's oriented sideways. In this way the direct sound is picked up by the mid capsule, where the ambient and reverberant sound is picked up by the side figure 8 capsules.



Title- Fig-17 M-S Method mic placement.

Attribution-Daniel Keller

Link- <https://www.uaudio.com/blog/mid-side-mic-recording/>



Things to remember

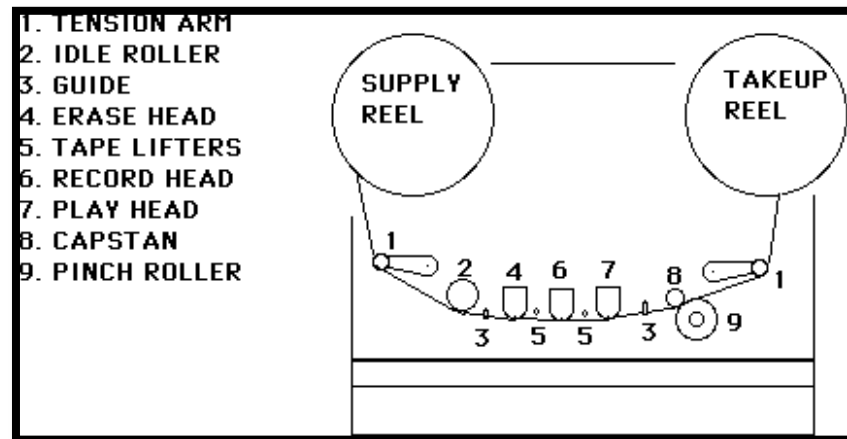
Microphones are sensitive devices. So handle them with care. Never try to repair them yourself. Because microphones are complicated and delicate things and it's all too easy unless we really know what we are doing to get things out of alignment, over tighten a screw or in some other way to make things worse. Some of the faulty symptoms with remedial actions are given below.

1. *If there is no mic output:* The possible causes are faulty cable and connector, plugged into wrong socket, not faded up on mixing desk. In case of an electrostatic microphone, the power may not be on.
2. *If the output is very low:* There may be incorrect setting on mixer.
3. *If the output is too high and distorting:* There may be incorrect setting on mixer.
4. *Thin sound with no bass:* This may be due to faulty cable.
5. *Excessive bass:* This may be due to faulty mic.

So whenever you face any problem due to microphone, do check plugging, mixer setting, powering, cable, connectors. If problem still persists, then take the microphone to a mechanic.

Recorder

A recorder is a device which can record or write the information and reproduce the data on demand. Recorders are of various shape, size and designs. In the field of reporting mobile phone is now becoming a portable audio visual recorder. We can record things instantly anytime and anywhere. Professional recorders have some specific features and specifications. And a layman may not operate it. In the professional recording fields people use magnetic recorders, and digital recorders for their audio project.



Title- Fig-18 Movement of Tape through 3 magnetic heads.

Link-

http://artsites.ucsc.edu/EMS/music/equipment/analog_recorders/analog_recorders.html

The analog audio tape recorder (ATR) is a sound recording device that has the capacity to store audio information, on request it may play this information back using Magnetic medium. An analog ATR is called analog because of its ability to transform an electrical input signal into corresponding magnetic energy that can be store on to the magnetic tape (Figure 20)

The professional Analog Tape recorder (ATR)

The professional ATRs can be found in 2-, 4-, 8-, 16-, 24-track formats. Multi track ATRs are used to record so many individual tracks of a time layer by layer. The 8-, 16- and 24 track machines are generally used for multi track recording whereas the 2 track recorder is used to recording the final output of an audio project. Most of Professional ATRS uses three magnetic tape heads, each of which performs different tasks.

- Record head- can record the information on the tape.
- Reproduce / play back head can reproduce the information.
- Erase head can erase the data previously recorded.



Title- Fig-19 Analog Tape Recorder

Attribution- Erkaha

Link- https://commons.wikimedia.org/wiki/File:Tape_recorder_GX-6300.jpg

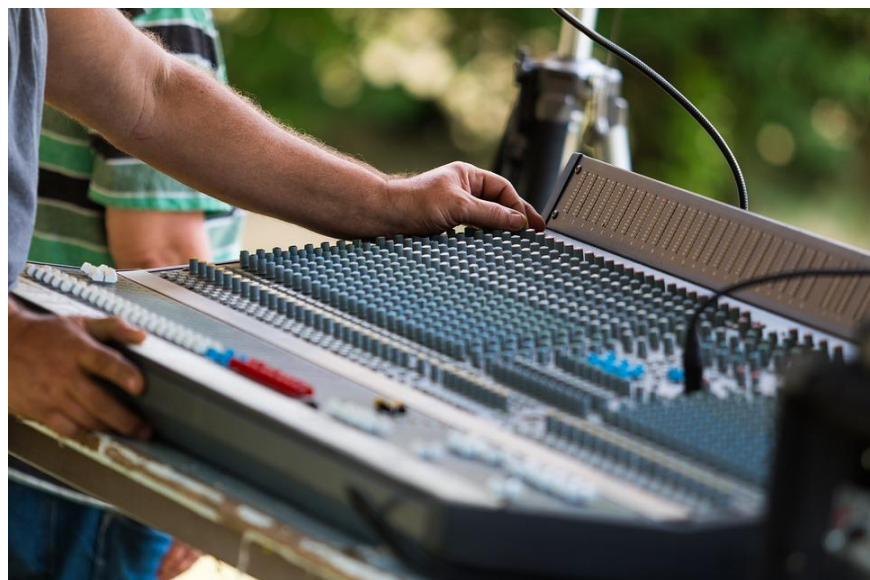
Magnetic recording medium was the most popular format among the audio Engineers for decades. Technology changes rapidly and now we are in a digital world. Digitalization has become the slogan for the today's generation. Recording has taken its place at a new level in the digital medium. The magnetic tape recorders became outdated due to some draw backs such as the machine noises, breakdown of tapes & maintenance costs. To overcome these problems engineers developed this modern recording technology called digital recording. The digital technology makes things so easier. In a simple meaning it is process of data encoding and reproducing numeric representations of analog's original levels over time through the use of the binary number system. Recording, editing, voice dubbing and mixing become more accurate and perfect due to digital recording medium. Now a day's potable digital recording device are used for outdoor recording and shooting also.

Audio Mixer

A mixer is a device which mixes up so many individual signals together in a proper ratio and can give a balanced and



processed final signal in two tracks. The basic purpose of an audio console is to give us full control over volume, tone, blending and frequencies of all signals that are applied to its input, from a sound source through microphones or electronic device, effect devices & other audio devices. It helps us to route the signals quickly and reliably. Individual signals come to the mixing console, mix together at one time during a live performance. The console has so many features to facilitate the operator, a wide range of opportunities. It provides amplification for the weak signals from the microphones and other sources, allow the operators to control, mix and balance them. Provide monitoring so that the sources and outputs can be checked and controlled. Provide communication facilities with other staffs, artists, technicians in the studio, allow audio signal to be processed and add artificial effects in the signal. The consoles are of different type, various styles and designs. On the recording industry people use various types of console. There are 2 channel, 4 channel, 8 channel, 16 channel, 24 channel, and 32 channel mixing consoles available for different applications.



Title- Fig-20 Audio Mixer

Attribution- JohnDILiberto

Link- <https://pixabay.com/en/sound-mixer-mixing-board-1503092/>



The mixing console (Figure 21) has different sections for different applications. There are input section, equalization section, auxiliary section, insert point, dynamic section, monitor section, fader section, group faders, output fader, patch bay, metering, channel assignment, pan pot, aux return and master output.

Input Section:

The channel input section provides to optimize the signal gain levels at the input can be an I/O module before being further processed and routed. Either mic or line input can be selected. Gain trims can increase the weak signal from microphones.

Auxiliary Section:

The auxiliary section is used to route the signal to various effect processor and the processed signal can be returned back through the auxiliary return. Effects like delay, echo, reverberation, chorus etc can be mixed with the signal via auxiliary section.

Equalization:

This section is used to compensate for variations or discrepancies in frequencies that are present in the audio signal. It is having a variable bandwidth and a boost or cut control. It helps the engineer to differentiate frequencies at the time of editing, processing and mixing.

Monitor Section:

This section helps to monitor the signal which provides control over each inputs level, pan & effects.

Channel Assignment:

This section helps to distribute the signal to any or all tracks of a multi track recorder. Pressing any or all assignment



bottoms will route the input strips main signal to the corresponding track output buses.

Fader:

Fader provides control on the volume or gain of the balanced or imbalanced signals. The master fader serves as a convenient point for the controlling overall group output levels that are being sent to recording device.

Monitor level Section:

This section helps to compare and judge the input signal and output signal. Also controls levels for the various monitoring functions like control room level, head phone levels & talk back.

Cables and connectors:

Cables and connectors (Figure 22) are considered as the transportation system between the sound source and the recorder, from the microphone to the speaker. Cables helps in carrying the signal and the connectors help the cable and the devices to be connected for signal flow. An audio cable is used to carry the audio signal from the microphone to the mixer, from mixer to the recorder and from recorder to the audio monitor. Microphones are available with different impedances. Each impedance range has its advantages.



Title- Fig-21 Audio Cable

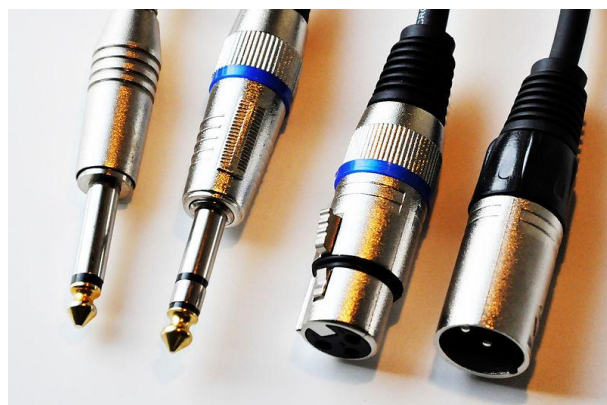
Attribution- byrev

Link- <https://pixabay.com/en/audio-black-box-cables-ebn-music-88202/>

Cables are of two types- Balanced cable & unbalanced cable. The cable contains three wires specifics, positive (+), Negative (-) and shield or common is termed as balanced cable. The cable in which the negative, shield are combined together and positive (+) is kept separate is called unbalanced cable.

Balanced lines operate on the principle that the alternating current of an audio signal will be presented in opposite polarity potential between the two conductors.

Any electrostatic or electromagnetic pick up will be simultaneously induced into both leads at equal polarities and level. The input transformer or amplifier of the receiving device will only responds to the difference in voltage between the two leads. As a result, the unwanted noise signal will cancel and the audio signal will be unaffected. The various connector used in audio recording studio are XLR (Male and female), ¼" Jack pin, RCA, EP Jack pin. The connectors have 3 pin termed as 1, 2, 3. The pin 2 is used as positive (+) or hot, pin 3 used as negative (-) or neutral and pin 1 is used as shield or common.



Title- Fig-22 Audio Connectors

Attribution- [Trude Bergheim Mikkelsen](#)

Link-

https://commons.wikimedia.org/wiki/File:Jack_mono_jack_stereo_xlr_male_and_female.JPG



Unit summary



Summary

In this unit we have described about the acoustic, different types of microphones, their operating principle, polar pattern, applications, microphone techniques and its placement, cable and connectors, analog tape recorder, record head, erase head, reproduce head, audio mixer, different segments of audio mixer.

Assessment



Assessment

- Discuss the role of a sound engineer in an audio studio.
- Write how to check the connectivity of an audio cable?
- How the signal flows from Microphone to the monitor.
- Describe various polar patterns of Microphone.
- Briefly discuss the connectors used in the studio.
- Describe the principle and function of Dynamic microphone.
- Explain the construction and function of condenser microphone.

Resources



Reading

- <https://en.wikipedia.org/wiki/Microphone>
- http://cemca.org.in/ckfinder/userfiles/files/7_Lesson-06_MICROPHONES.pdf
- http://artsites.ucsc.edu/ems/music/tech_background/te-20/teces_20.html
- https://en.wikipedia.org/wiki/Mixing_console
- <http://downloads.izotope.com/guides/iZotope-Mixing-Guide-Principles-Tips-Techniques.pdf>

Unit 3

Sound Recording

Introduction

Sound recording is a process that involves both the skill of art and science. The purpose of recording is to restore the information for future use and it may be stored for years. Sound recording process takes multiple steps. In this unit we will discuss on the process of recording, analog and digital recording format, Analog Tape Recorder(ATR), DAT recorder, Analog to digital conversion(ADC), Digital to analog conversion(DAC), AM and FM radio wave transmission, audio production, editing, processing, editing and mixing. In this unit we will learn all these process.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Explain the Process of Sound Recording
- Layout the diagram of an analog recording setup.
- Describe the signal flow in a digital recording system.

Terminology



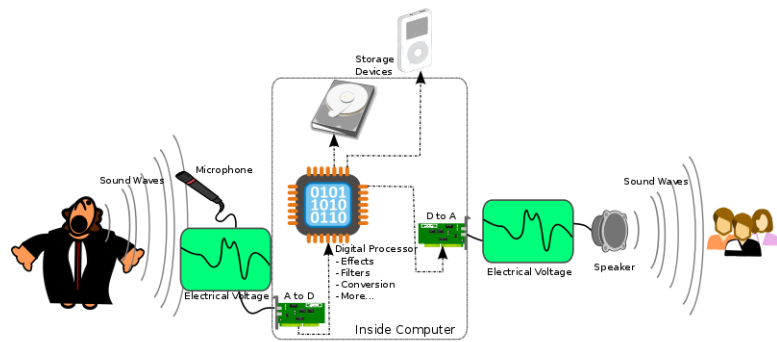
Terminology

ATR:	Analog Tape Recorder.
ADC:	Analog to digital converter
DAC:	Digital to analog converter
PVC:	Polyvinyl chloride
Equalization:	Blending of frequencies
AM:	Amplitude modulation
FM:	Frequency Modulation



Recording Process

Sound recording is the technique of writing the information and storing the data in a medium such as magnetic tape, CDs, DVDs or hard disk. These are the storing devices. The recorder can record the signal and the recorded signal may be stored in a storing device for future reproduction or playback. There are two types of recording method we are using in professional field. One is Analog and the other is digital. The analog tape recording medium depends on magnetic induction theory and the digital recording medium depends on data encoding and decoding. The recording technology differs from one medium to another. Each recording format has its own distinct type of sound and application in audio and music production. Recording in analog medium is cost effective than the digital medium. We will learn the recording process in both analog and digital medium. In the music industries analog recording process was most popular among the sound engineers, musician, producers and directors for so many decades. In some places analog recording is still playing a key role in multi-track music recording. An analog ATR is called “analog” because of its ability to transform an electrical input signal into corresponding magnetic energy that can be stored on to tape in the form of magnetic remnants. On playback this magnetic energy can be reconverted back into corresponding electrical signals that can be amplified, mixed and processed. In the analog tape recording (ATR), electromagnetic induction theory plays the key role.



Title- Fig-1 Signal flow from mic to recorder

Attribution- [Teeks99](#)

Link- https://commons.wikimedia.org/wiki/File:A-D-A_Flow.svg

Magnetic Tape

The magnetic tape is the storing device in analog ATR. The tape itself is composed of several layers of materials, each serving a specific function. The base material is composed of polyester or poly-vinyl chloride (PVC), which is a durable polymer. And it can withstand a great deal of stress before being damaged. Bonded to the PVC base is the all important layer of magnetic oxide. The molecules of the oxide works together to create some of the smallest known permanent magnets which are known as domains. On an un-magnetized tape, these domains are oriented randomly over the entire surface of the tape. The net result of this random magnetization is a general cancellation of the north and south magnetic poles of each domain at the reproduced head, resulting in a signal at the recorder's output. The speed of motor that rotate the spool that contains the magnetic tape should be constant at the time of recording and reproducing of the programming. The process of recording audio into magnetic tape depends on the transport's capability to pass the tape across the head path at a constant speed and within uniform tension. During playback the



same time relationship is maintained by replaying the tape across the heads at the same speed, thereby obtaining the original pitch, rhythm and duration.

The Function of Magnetic tape Heads

In a magnetic tape recorder, the magnetic tape head writes the information on the tape. In most professional recorder, there are three magnetic tape heads, the record head, the erase head and the playback head. All the three heads perform different tasks during recording process.

Record Head:

The record head is responsible to record or write the data which electromagnetically translates the analog input signal supplied to it into the corresponding magnetic fields that can be permanently stored into magnetic tape.

The Signal flow and recording Process

The input signal (current) flows through coils of wire, which are wrapped around the head of magnetic pole pieces. The magnetic pole has two gaps, one at the front side called front gap and one is at the back side called rear gap. The input current causes the magnetic forces to flow through the pole pieces and across the head gap. The head gaps between poles create an insulator or breaks in the magnetic field, and create a physical resistance to the magnetic force that's been set up. Since the gap is indirect contact with the moving magnetic tape, the tape's magnetic oxide offers a lower resistance path to the field than does the magnetic gap. Thus, the flux path travels from one pole piece through the tape to the other pole. So the actual recorded signal occurs at the



trailing edge of the record head and the magnetic domains retain the same polarity and magnetic intensity that they had on leaving the gap. The recorded signals are stored in the tape and can be played back on demand. The playback head operates in a way that is just opposite to that of the record head.

Erase Head:

The head which is helping to erase the information previously recorded in a magnetic tape. The function of the erase head is to reduce the average magnetization level of a recorded tape track to zero, thereby allowing the tape to be re-recorded and reused. The professional ATRs can be found in 2, 4, 8 or 16 tracks format. Tracks are the different lines of a magnetic tape. The multi-track recorder performs a specific production and post production task. Generally two track recorders are used to record the final, stereo mix output of a project and the 8-, 16- and 24-track recorders are used for multi track laying.

Signal Flow in a recording setup

In a recording studio there are so many equipment, machines, cable and connectors. The recording process begins with the microphone and the acoustic signal after being converted to electrical signal by the microphones flows through the audio cables to the mixer inputs. The audio mixer has specific role to blend or modify the signal and the processed signal then given to the individual tracks of a recorder input. For example, if we are going to record the voice of a singer, then we have to set the input level of the vocal mic and then correct the errors and equalize the voice signal in the mixer and finally assign the mixer output to the recorder. After the voice being recorded in the recorder we play it



back to monitor the recording output. Like this method we can record some other instruments such as Violin, Guitar, Flute, Tabla, Drums, and Percussions etc. After the microphone, the second important device is the audio mixer. The audio mixer is a device that can receive so many input signals at a time. Then it blends, modify, split and process the individual signal channels. As the signal being processed it can be assigned to the recorder. The ATRs record the program according to the amplitude and frequencies of the corresponding signals. As soon as the recording process over the tracks are played back for reviewing purpose. This is how the signal travels from the sound source to the audio monitors through many types of machinery.

Digital Recording

Digital recording is the process of data conversion and storage of information in the form of binary numbers. The process involves some extra device such as ADC & DAC to convert analog to digital and digital to analog signal. This method of recording makes thing easier and simpler.

Digital audio recording process has become so familiar now a day. Like the analog recording process, this medium also has the same steps like signal routing, balancing, levelling, encoding, processing, recording, decoding and reproducing numeric representations of analog signal levels over time through the use of the binary number system. Digital audio can be likewise broken down into two analogous components: Sampling and Quantization. The sampling represents the time and the quantization represents level.



Sampling:

Sampling is the breakdown of the analog wave in time direction. In digital audio system, the sampling rate is defined as the number of instrument (samples) that are taken of an analog signal in one second. Its reciprocal sampling time is the elapsed time between each sampling period. For example, a sample rate of 44.1 kHz corresponds to a sample time of $1/44100^{\text{th}}$ of second.

During the sampling process an incoming analog signal is sampled at discrete and precisely timed intervals. The universal sample rate for an audio CD is 44.1 kHz

Quantization:

Quantization is the breakdown of the amplitude of an analog wave signal. Quantization represents the amplitude component of the digital sampling process. The amplitude of the incoming signal is broken down into a series of discrete voltage steps. Each step is then assigned an analogous set of binary numbers that are arranged together to form binary word. The representative word encodes the signal level with as high as degree of accuracy as can be permitted by the word's bit length and system's overall design. The most common binary word length for professional audio is 16 bit. However this word length can be increased to 24 bit or 32bit.

The Digital Recording process

The digital recording chain include a low pass filter a sample and hold circuit, an analog to digital converter and the circuit for signal coding and error correction. The sampling rate to



be chosen that is higher than twice the highest frequency to be recorded.

For example, a system with a frequency ranges that reaches in to 20 KHz range is often sampled at a rate of 44.1k or 48k samples/second. After the signal has been converted into a digital bit form, the data must be conditioned for further data processing and storage. This conditioning includes data coding modulation and error correction. In most of the cases, the digital media encodes data onto magnetic media in the form of highly saturated on/off transition states, the reproduced signal must be reconditioned so as to restore the digital bit stream back to its originally modulated binary state. Once this is done, the data is then de-interleaved back into its original form, where it can be easily converted back into PCM data. After the signal has been reconstructed back in to its original PCM form, the process of digital to analog (D/A) conversion can take place. We can hear the sound when it will be converted to analog form. The digital recording formats facilitate so many advance features for the audio editing, processing & mixing purpose. Digital recording can be done by using the digital recorder, a sound work station, audio recording software, Analog to Digital Converter (ADC) and Digital to Analog Converter (DAC) etc.

Digital Audio tape (DAT) System

The digital audio tape or DAT format is used for the creation of a compact, dedicated PCM digital audio recorder that display a wide dynamic range, low distortion and low noise ratio. A DAT is an enclosed compact cassette that is even smaller than a compact audio cassette. It has the ability with both analog and digital input

/ outputs. And it can record and play back at the sample rate of 32 KHz, 44.1 KHz and 48 KHz.



Title- Portable DAT Recorder

Attribution- JPRoche

Link- https://commons.wikimedia.org/wiki/File:Kenwood_DAT-140218-0002WP.jpg

Mixing or Mastering:

Mixing is the final stage of a recording process. Mixing is a process of audio levelling, balancing the individual channels, blending the frequencies, modifying bandwidth, effect processing. And all these tasks are done during the post production, once the recording process is over. At this point, the multi-track's play back outputs channels are assigned to the console input. The recorded tape is then repeatedly played while adjustments in the level, panning, EQ, effects, etc. are made for individual track. In this artistic process the individually recorded signals are blended into a composite surrounding, stereo or mono signal that is fed from the console outputs to the master mix-down. Mixing is a key role for an engineer. It may take hours or even days to finalize a mixing.

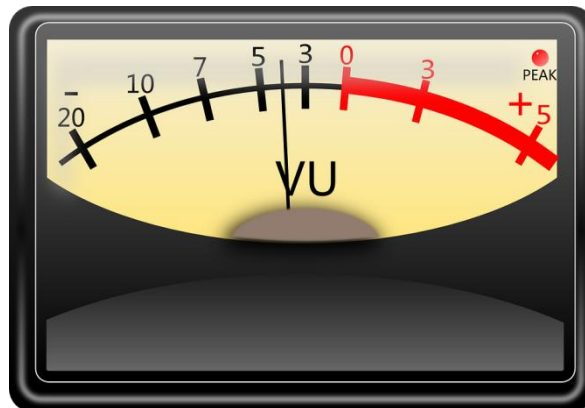


Mixing keep going on until the engineer gets the level of satisfaction. Balancing the live audio during a concert is a big task. Experiment on mixing can be done in a postproduction studio where as there is no chance for an engineer to do experiment in a live concert. So technical expertise, skill and creativity are must required for mixing or mastering the tracks.

Sound processing

The processing of signal means deliberately modifying or altering the characters of audio signal. There are many processes available like frequency correction, dynamic range manipulation, addition of effects into the main signal etc. In frequency correction we usually modify the frequencies according to the timber or tonal quality of the instruments by judging through our ears and monitor. We may increase or decrease the low bandwidth, mid or high bandwidth as per the demand of the signal. It is wise not to blend or modify the original signal if it is not required. Taking the tracks carefully is much more important than modifying the signal at post production. Levelling of each channels, filtering of the noise, use of SFX or effects, normalize the audio, fade-in, fade-out, cross fade, trimming, panning etc. are the editing tools used for the signal process. Effects like eco, delay, reverberation chorus are applied to specific instruments for a live feeling. Before recording the final audio project all the necessary editing, processing, rectifications need to be done during audio post production.

Recording level



Title- VU meter

Attribution-Openclipart

Link- <https://pixabay.com/en/metering-electronic-measure-meter-156796/>

Recording level is the reference of the amount of input signal that arrives at the recorder's input. It is necessary to check the record input level to avoid the over gain signals beyond the saturation point of the recording medium and audio distortion. A proper level of input signal has to be maintained throughout the recording process. The channel input section serves to optimize the signal gain levels at the input of an I/O module before being further processed to levels that cause the preamp's output to be driven above +28 dBm, serve clipping distortion will almost certainly occur. In order to avoid such overloads, the input gain must be reduced. On the other hand, signals that are too low in level will unnecessarily add noise into signal path. Finding the right levels is often a matter of knowing your equipment, watching the meters and/or overload lights and using year experience.

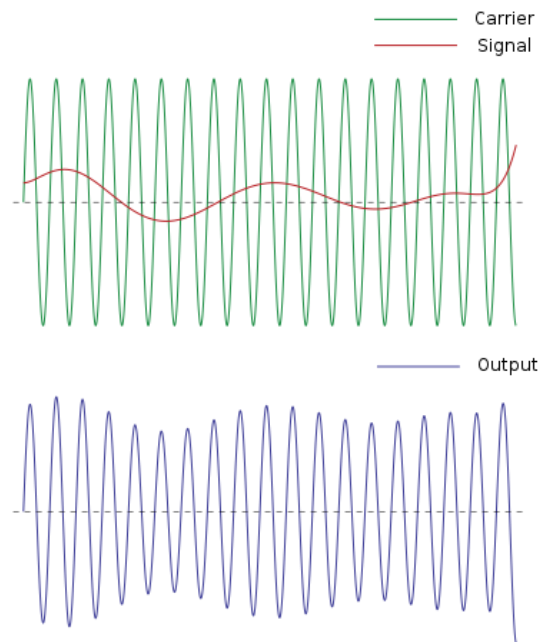


Digital Audio Workstation

A Digital audio workstation is a computer based hard disk recording system that offers advanced multi track recording, editing, processing and integrated peripheral features in one desk. It can perform a wide range of audio related task. It has a great ability to integrate a wide range of applications and devices into a single, connected audio production environment. These systems are usually suited to perform audio, video, MIDI and hardware peripherals together under a single multifunctional umbrella that can freely communicate data and perform tasks related to sequencing, sampling, editing, signal processing and mastering etc.

Amplitude Modulation (AM)

This is a kind of technology that is used for radio wave transmission. Radio waves carry the information, whether it may be speech, music, picture or any other form of communication. This involves causing some characteristics to vary in a controlled way. We call this a modulation. There are several methods of modulating radio waves. In Amplitude Modulation (AM), the amplitude of the wave is varied to follow the shape of the modulating signal. The original wave is called the carrier frequency, usually denoted by 'f'. An important aspect of AM and one which is perhaps not obvious at first sight, is that the modulation process creates other frequencies are called side bands.



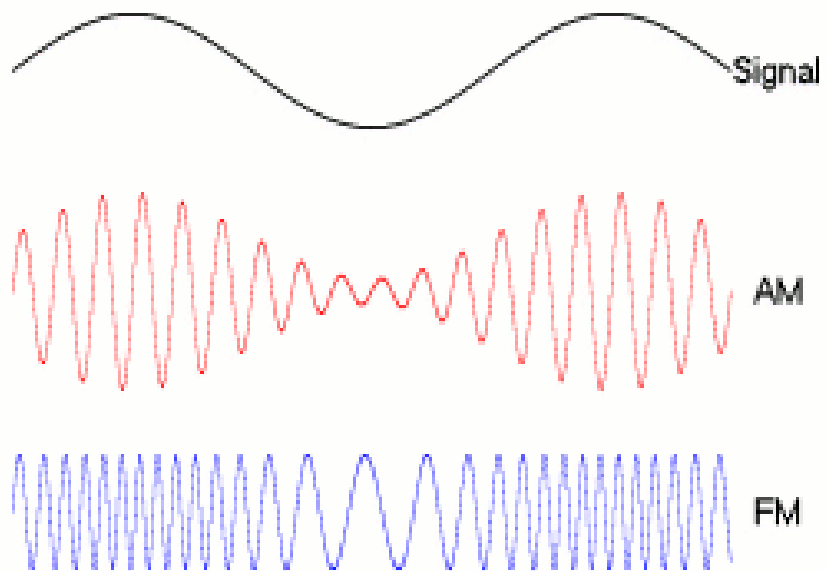
Title- Amplitude Modulation

Attribution- [The.ever.kid](https://www.theeverkid.com/)

Link- <https://commons.wikimedia.org/wiki/File:AM-Final-Wiki-TEK.svg>

Frequency Modulation (FM)

All the commercial and community radio stations use this technology to broadcast their signal. In FM, it is not the amplitude of the carrier which is caused to vary, it is the frequency. The amplitude remains constant. The big advantages of FM over AM is that it is a system which is much less prone to interference, whether man made or natural, for the reason that the effects tend to be amplitude affects, these might occur and affect the FM wave but receivers are designed to disregard such things being connected only with the frequency. While AM is still an important broadcast medium.



Title- Frequency Modulation

Attribution- [Berserkerus](#)

Link- <https://commons.wikimedia.org/wiki/File:Amfm3-en-de.gif>

It has largely been supplanted by FM for high quality music transmission. In this transmission method the carrier is modulated up and down in frequency by the program source. Since the frequency spectrum of FM is considerably wider than that of AM, an extra sub carrier can be added, enabling the medium to accommodate stereo. In this mode of transmission the stereo channels are summed to form a compatible base band or monophonic signal reception on non-stereo receiver and tuners. The subcarrier is modulated with a difference of signal which is recovered, enabling the left and right to be recovered independently.

FM transmission takes place between 88 MHz to 108 MHz, with stations located at odd intervals of 0.2MHz. Normal frequency deviation of the carrier is limited to 75 KHz in order to avoid interference with adjacent channel.

Unit summary



Summary

In this unit we discussed about the process of recording. The signal flow from the Microphone to the recorder, different medium of recording, the function of erasing, record and playback heads, analog to digital converter and digital to analog converter, DAT recorder, amplitude modulation and frequency modulation .

Assessment



Assessment

- How to check the connectivity of an audio cable?
- How does signal flows from mic to the monitor.
- Briefly discuss the connectors used in the studio.
- Differentiate AM and FM.

Resources



Readings

- Modern Recording Techniques , David Miles Hurber and Robert E.Runstein, 7th Edition, Focal Press

https://en.wikipedia.org/wiki/Sound_recording_and_reproduction

<https://www.makeuseof.com/tag/7-free-resources-learn-sound-engineering/>

<https://www.recordingconnection.com/courses/audio-engineering/audio-lesson-01/>

<https://www.britannica.com/topic/digital-sound-recording>

https://en.wikipedia.org/wiki/Digital_recording

https://en.wikipedia.org/wiki/AM_broadcasting

https://en.wikipedia.org/wiki/Frequency_modulation



Unit 4

Audio Editing

Introduction

Recording takes place in three phases such as pre-production, production and post-production. In the production, tracks are recorded. After that the artist or singer's voice is recorded on the same track. After the dubbing and editing final mixing/mastering is done. In the post production many things are to be done on the mixing console desk. Noise is an important factor to be remembered and taken care of during track laying and editing.

In this unit we will discuss on various noise reduction process. We will also focus on audio monitor and its applications.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Describe Voice Dubbing process.
- Describe the monitoring system.
- Explain different noise reduction system.

Terminology



Terminology

Dubbing:	Recording of voice or instrument on a pre-recorded track.
Gain:	Volume control.
Noise control:	Reducing of unwanted environmental sound
Noise gate:	A device to filter the noise.



Dubbing

Once we have done with the track recording or shooting of a scene, we can proceed for dubbing. It may be an audio dubbing or a video dubbing. Audio dubbing can start when the track recording gets over. The artist or singer listen to the tracks carefully, remember the tune, scale and rhythm pattern of that song and then try to sing the song referring to the dummy-voice track. A dummy voice track is a reference track that represents the length of the lines, stanza, tempo, feelings and landing of the notes. The singer needs ahead phone to listen the music track. Along with the music track the singer must be able to hear his/her own voice loudly, so that he/she can sing in proper synchronization.

Dubbing is a process of track addition to the basic tracks previously recorded. These additional tracks are added by monitoring the previously recorded tape tracks. In an overdub session, the same procedure is followed for mic selection, placement, EQ and levels as occurs during the recording session. Dubbing can be done in a sound proof or acoustic studio. However, leakage can occur if the musician's headphones are too loud or are not sealed properly on their head. Dubbing is done on proper synchronization with the original track. If the recorder to be used is analog it should be placed in the master sync mode. Dubbing takes place during post production work. Video dubbing can be done by referring the image or video on a big screen and record the voice in properly synchronization.



Title- Voice dubbing by vocal artist

Attribution- (Photograph taken by Author)

Editing

Editing is a process of assembling the data or images in a sequential order. In other word we can say the arrangement of clips, scenes, shots, images according to the flow of story. Editing is applicable to print medium, visual medium and audio medium. Editing in different medium is different. Different softwares are used to edit the image of video and audio. There are types of audio editing softwares are available like Audacity, Sound forge, Sony Vegas Pro, Nuendo, Protocols etc. Audio editing is an essential part of audio production. It helps us to remove the errors from a track to correct the errors, to process the signal, use different effects to the signal, bouncing the track, cut & remove the unused part, trimming, crossfade, fade-in, fade-out, overlapping, noise reduction, normalize the level etc. are the basic tools of sound editing.

Audacity Software

Audacity is user friendly software, compactable with windows 98, ME and 2000 and also with the XP, MAC OS, OS X, Linux, UNIX and



other operating systems. It provides with a full set of tools for recording and editing the audio files, adds on effect to the signal. It can both record and playback the tracks. It enables the user to schedule in and out of a recording. It can also import and export the different audio formats like WAV, MP3, AIFF, OggVorbis, WMA, AAC, AMR etc. It can be used for multi-track music recording, a large use of digital effects and plug-ins, VST plug-ins, Noise reduction, vocal reduction and isolation for the creation of karaoke tracks. It supports only 32-bit or 64-bit VST audio effect plug-ins. Whereas It lacks dynamic equalizer controls and real time effects while recording. Learner can download this software and start experimenting on this.

Editing in Analog medium

Editing in analog medium needs more attention. It needs both theoretical and practical knowledge. During this process, the engineer edit the original music track out from their reels and begins the process of splicing them together into a final sequence on a master reel set. Once this is done, the mix master in/out edits should be tightened. This is done by listening to the intro and outro at high volume levels, while the heads are in contact with the tape. The tape can then move back and forth to the exact point where the music begins and after it ends.

The length of time between the end of the song and the beginning of the next can be constant or the timings can vary according to the musical relationship between the songs. When the sequencing is complete, one or two analog or DAT back copies should be made to the final sequence master, before it leaves the studio.

Editing in Digital Medium

Editing in the digital workstation has wide applications because of the wide range of plug-ins and tools. With the advent of digital audio editing systems, the relatively cumbersome process of sequencing music tracks in the analog domain using magnetic tape has given way to the faster, easier and more flexible process of editing the final master from hard disk. When a computer based editor is used, the start and the end points can be located for each song and can define a region that can then be assembled into a final song version. Once this is done, each song can be individually processed using EQ. Overall level, dynamics, effects etc.



Title- Editing of Sound clip

Source- Screenshot

Noise Reduction

Any ambience sound that disturbs us in hearing to the main signal is considered as a noise. Noise is the unwanted sound or signal that disturbs our main program, that's creating an obstacle in our communication. It is one of the most challenging tasks during recording. In audio recording process the noise needs to be reduced and should not overlap the main signal. Noise may



be created by so many sources in the room and outside also. In an analog ATR and VTR format, we usually notice so many noises like the tape noise, hissing, through print, humming etc. We will largely focus on reducing tape noise that's a natural by product of the analog recording or playback process.

Dolby and DBX noise reduction system

We must have heard about Dolby digital sound system. The first widely used audio noise reduction technique was developed by **Ray Dolby** in the year 1966. Intended for professional use, Dolby Type A was an encode/decode system in which the amplitude of frequencies in four band was increased during recording (encoding), and then decreased proportionately during playback (decoding). The Dolby B system was a single band system designed for consumer products. In particular, when recording quiet parts of an audio signal, the frequencies above 1 kHz would be boosted. This had the effect of increasing the signal to noise ratio on tape up to 10 dB depending on the initial signal volume. When it was played back, the decoder reverses the process, in effect reducing the noise level by up to 10 dB. The Dolby B system, while not as effective as Dolby A, had the advantage of remaining listenable on playback systems without a decoder. DBX was the competing analog noise reduction system developed by D.E. BLACKMER.

Analog noise reduction

When recording is done in an analog medium, special care has to be taken at the time of recording. It is too difficult to reduce the noise from a recorded signal. Better to avoid the unwanted sound or noise at the time of recording.



Noise reduction in analog tape recording is very necessary in order to get a proper audio quality. Analog tape noise might not be a limiting factor when we are dealing with one or two tracks in an audio production, but the combined noise and other distortions that are brought about by combining 8,16,24 or 48 tracks can range from being bothersome to downright unacceptable. The different types of noise that create problems in analog recording formats are tape and amplifier noise, cross talk between tracks, print through and modulation noise.

Digital Noise reduction

In digital signal processing, the noise can be reduced easily by the use of various noise filter plug-inns. The noises like tape hissing, hum, obtrusive background ambience, needle ticks, pop and certain types of distortion that are present in the original recording can be removed by using noise gate and limiters.

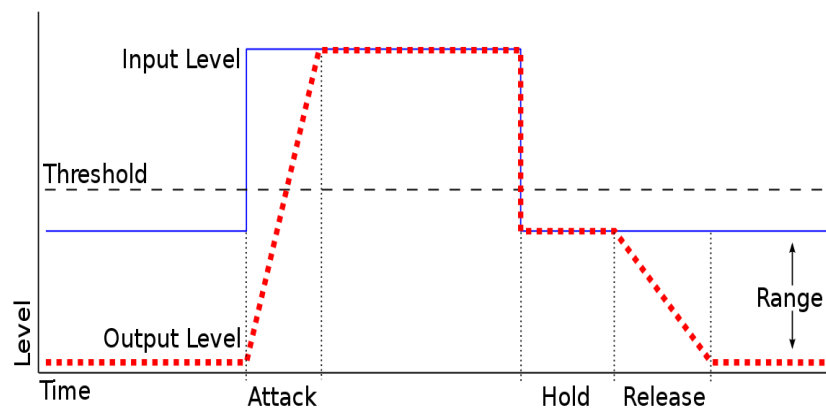
Source of noise

Noise may generate from different sources. It may bear from the environment and travel through air is called external air borne noise. Noises that is being created by any giant machineries or constructions is called external structure borne noise, sometimes it may travel from other nearby rooms of the same building is called as internal noise transfer. Recording generally takes place in the indoor setting or at the outdoor location. Noise is everywhere in our surrounding. Our main goal is to avoid the unwanted sounds and record a clean and noiseless project. Noise can be reduced by taking some necessary steps like the proper microphone placement, using of windshield, controlling the environmental noise like crowd, traffic, switching off the electrical

equipments such as fan, motor, Ac, generator, grinder or other noise producing accessories.

Noise Gates

To reduce the noise there are so many applications and tools available in a digital workstation. A noise gate is one of the best effective noise reduction devices which are used to reduce the background noise on certain program material. A noise gate effectively passes signals that fall above a user defined threshold at unity gain, while turning off signals that fall below this threshold. This is a useful tool for removing noise, leakage and other gremlins from a track within a mix.



Title- Diagram of a Noise Gate

Attribution- Lainf

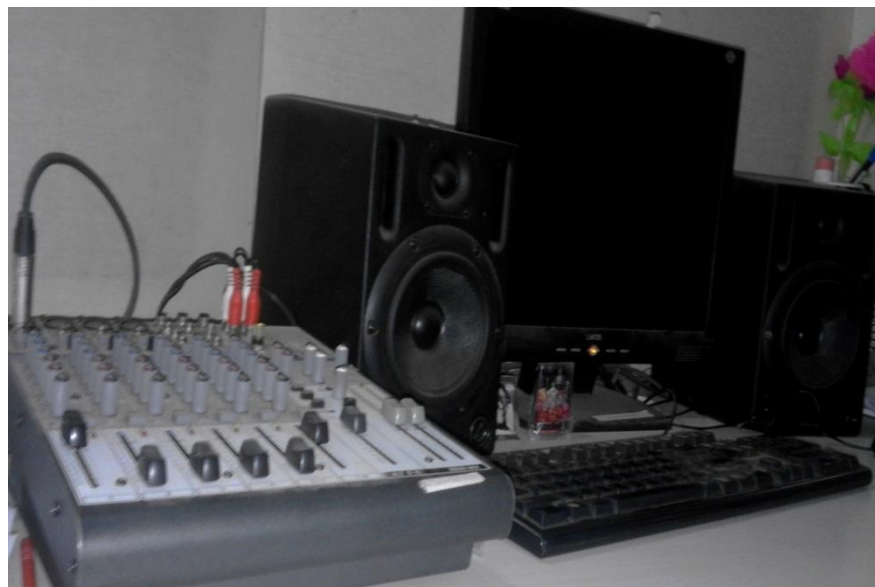
https://commons.wikimedia.org/wiki/File:Noise_Gate_Attack_Hold_Release.svg

Monitoring

Monitor is required to view or listen to a program. It may be a TV, Computer, LCD, and LED Screen, a headphone, ear phone or speakers. Devices that allow us to judge a program is called a



monitor. In the recording process, we use professional audio monitors to listen a program. They should not produce colorful program with additional low and high frequency. In the professional studios good acoustic, active monitors are used. These monitors are used throughout the recording process such as track recording, editing and mixing or mastering. The placement of these monitors is also important. Monitors are placed on the front console board with a little angle to the ears. When mixing, it's important that the engineer be seated as closely as possible to the center of the sound field and that all the speakers volumes are adjusted equally. The engineer should always make sure that an audible volume deferent between speakers is accompanied by a corresponding visual difference on the VU meters, which are monitoring the signal sent to tape.



Title- Field monitors at console desk

Attribution- Photographs by Author



Monitoring Configurations

Stereo monitoring and Mono monitoring are some terms used in audio technology. The programs are designed in such a manner that gives differentiation feelings in our hearing. There are mono, stereo, mono surround and stereo surround. A large percentage of people hear the music or program through various monitoring devices like speaker, earphones or head phones. The music seems good in stereo headphones. Stereo tracks have different musical treatment on both left and right side of the tracks. Whereas in mono, it contains a single and mix track that sounds equal to both the ears. Mono mastering is done for TV program, programs broadcasted at AM Radio channels, whereas stereo track mastering is done for songs, musical jingles that can be heard through ear phones, head phones or stereo speakers. The most commonly speaker configurations are mono, stereo and surround sound.

Mono

When all the individual sound tracks are bounced to a single track only, that gives a common listening to both the ears. For example, listening to the program of All India Radio, Watching the TV, listening to the music in an elevator, on the computer, we may experience a mix mono-aural sound. In this case the sound engineer assigns all the tracks to a single mono track. The sound on each ear will be same without any hearing variation.

Stereo

In stereo mastering, we have two different tracks, one is for left ear and another is for right ear. Stereo tracks give us different sound effects at both the side. To get the stereo feeling,

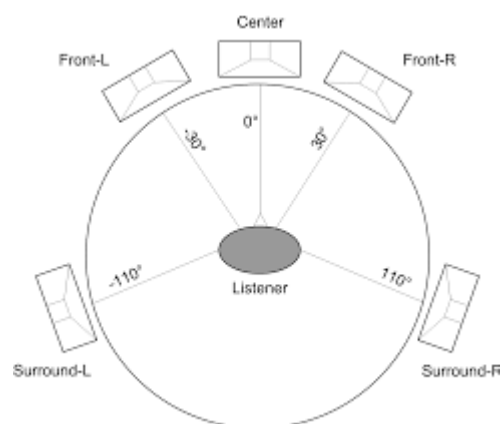


we need two speakers for both the ears and they should be placed in such a manner that the left ear can perceive the sound of left speaker and the right ear will perceive the sound of the right speaker. The mastering of a good and impactful stereo tracks are extremely important, with relation to L/R balance, overall frequency balance, dynamics and effects. When mixing in stereo, it is always a good idea to check for mono compatibility

Surround Sound

Our ears have the ability to receive the sounds from 360 degree. Hence to give a real surround effect, surround sound mixing is done for the theatres.

Surround sound configuration gives us a 360 degree hearing effects, depending on the design of the hall and the placement of the speakers. In the cinema theatre, we feel the Dolby digital surround sounds. Surround sound has grown into a major professional and consumer entertainment market. In the house and audio theatres, 5.1 surround playbacks are available. The 5.1 name refers to the five, full range channels (Left, center, right, surround left & surround right), plus a six sub-bass channel.



Title- Placement of speaker from the listener

Attribution- Kamina



Link- <https://commons.wikimedia.org/wiki/File:5-1-surround-sound.svg>

Surround sound adds multi channels from loudspeakers behind the listener, thus is able to create the sensation of sound coming from any horizontal direction 360° about the listener. Surround sound is generally depending on the location of the listener and presents a fixed or forward perspective of the sound field to the listener at this location.

In a 5.1 surround system, the phantom images between the front speakers are quite accurate, with images towards the back and especially to the sides being unstable. Also 7.1 channel surround is another setup, commonly used in large cinema theatres which is compatible with 5.1 surround systems with two additional channels, center-left, and center-right to the 5.1 surround setup, with the speakers situated 15 degrees off center from the listener.

Another surround set up is 10.2. This format was developed by THX creator Tomlinson Holman of TMH Labs and University of Southern California. This is just the twice of 5.1 Setup.

Active Monitors for studio

A speaker is a device which convert electrical signal to acoustic signal. Each speaker is acoustically measured and adjusted using an instrument known as a spectrum analyzer, which is used to visually display the speaker's frequency response as measured through a specially calibrated omnidirectional condenser microphone. More accurate readings of both a speaker's frequency response and delay or reflection response can be measured by using a Time Delay Spectrometer (TDS). A variety of speaker types & design are available in the market for professional use.

Near-Field Speaker

Near field refers to the placement of small to medium sized speakers to each side of the working environment or on the production console. These speakers are usually placed at a closer



distance, allowing the engineer to hear more of the direct sound and less of the room's overall reflection.

Far-Field Speaker

Far-field monitors often large loudspeaker systems that are capable of delivering relatively accurate sound at moderate to high volume levels. Because of their large size and basic design, the enclosures are generally built into the control room wall to reduce reflections around and behind the enclosure and to increase overall speaker efficiency.

Speaker polarity

Speaker Polarity is said to be electrically in phase whenever one signal is equally applied to both speakers, which will make their cones to move in the same direction.

When the speakers are wired out-of-phase, one speaker cone will move in one direction while the other moves in the opposite direction. Speaker polarities can be easily tested by applying a mono signal to both or all of the speakers at same level. If the signal images appear to originate from directly between the speakers, they have been properly wired in phase. An out of phase speaker condition can be easily corrected by checking the speaker wire polarities.

Headphones

Almost all of us use headphones or ear phones. Headphones are also an important monitoring tool. It helps us to get the actual sound and acoustic effects by avoiding the room's acoustic environment. Open air and sealed headphone types have their advantages.



Title- Headphones

Attribution- Photographs taken by Author

Amplifiers

An amplifier is a device that amplifies the signal level. Amplifiers have many applications. They can be designed to amplify, equalize combine, distribute or isolate a signal. They can even be used to match signal impedance between two devices. At the heart of any amplifier system is either a vacuum tube or semi-conductor transistor design.





Link- <https://pixabay.com/en/stereo-vintage-audio-music-sound-883186/>

The operational Amplifier

The operational amplifier or op-amp is a stable, high bandwidth amp that has high input impedance and low output impedance. The qualities allow op-amps to be used as basic building blocks for a wide variety of audio and video applications, simply by tagging additional components into the basic circuit to fit the required design needs.

The Preamplifier

Every mixing console has a pre-amp section. The purpose is to amplify the weaker signals that come from the microphone. This amp type is often used in a wide range of applications, such as boosting a mic's signal to line level, providing variable gain for line level signals, isolating signals from extraneous input interference or improper grounding or signal voltage conditions and equalization.

Distributing amplifiers

Distributing amplifiers are useful to increase power. It is necessary for audio signal to be distributed from one device to several other devices or signal paths within a recording console or music studio. Whenever increased power is needed, a distribution amp may be required. Under seen circumstances, a distribution amp might not provide gain, but instead will amplify the current that is delivered to one or more signal loads.



Power Amplifier

Power amplifiers are used to boost the current of a signal to a level that can drive one or more loud speakers at their rated volume levels.

Synchronization

Synchronization is a word used mostly at a multi setup studio. Whenever we use more than one audio visual machines at a setup for recording purpose, we have to run them in sync. In media production studios the sync refers to time relationship. This is a process that allows multiple audio visual media to maintain a direct time relationship. Synchronization is the occurrence of two or more events at precisely the same time. In the analog audio and video systems, Sync is achieved by interlocking the transport speed of two or more machines. All the devices of a setting must maintain the same relative speed at all points over the course of a program.

In digital systems, internal or external sync between compactable devices is often maintained by using a clocking pulse that is directly embedded within the digital data line itself. It is necessary for both analog and digital devices to be synchronized together. As a result a proper system communication and data translocation have been developed.

Time Code

The Method of interlocking audio, video, film making uses code that was developed by Society of Motion Picture and Television Engineers (SMPTE). The time code helps us to identify a specific position on a tape or within the media program by assigning a digital address to each specific length. The specified tape segments are called frames. Each audio or video frame is tagged with a unique identifying number. This number is known as time code address. The eight digit address is displayed in the form **00:00:00:00**.



Unit summary



Summary

In this unit we learnt about the process of voice dubbing, voice over, editing, processing of signal, noise reduction, noise gate, amplifiers, synchronisation, time code, monitoring system, speaker polarity and many more.

Assessment



Assessment

1. Discuss the role of a sound engineer in the audio studio.
2. How to check the connectivity of an audio cable?
3. How the signal flows from Mic to the monitor.
4. Describe various polar patterns of Microphone.
5. Briefly discuss the connectors used in the studio.
6. Discuss different noise reduction systems.
7. Discuss various types of amplifiers.
8. What is the need of time code?

Resources



Reading

- https://en.wikipedia.org/wiki/Voice-over_translation
- [https://en.wikipedia.org/wiki/Sound_editor_\(filmmaking\)](https://en.wikipedia.org/wiki/Sound_editor_(filmmaking))
- https://en.wikipedia.org/wiki/Noise_reduction



Odisha State Open University



Commonwealth of Learning

AUDIO VISUAL PRODUCTION

Video Production (Pre-Production)



Diploma in
Multimedia and Animation (DMA)

DMA-05
BLOCK-2

Audio Visual Production

Block – II: Video Production (Pre-Production)



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Audio Visual Production

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Course Overview

Welcome to Pre-Production

In this block, you will learn about two parts of film making like hypothesis and practical. You will find out about the means utilized as a part of making preparations for different mediums like T.V., Film and so on. Other than that you will learn the skill to write a screenplay, shooting script, storyboard, and making of a budget, designs a production and so on.

Conceptualising Pre-Production

This course has been designed for individuals who need to go into the field of Film and T.V. production. In this course you will figure out how to build up an idea. When we are discussing film production we require story, screenplay, dialogue, storyboard and so on. This course will show you how to write story and transform it on the screen.

Peoples involved in Pre-Production

This course has been designed for individuals who want to make a career in the fascinating field of film production. Many of them hone their skills by training hard and shape career as movie produce. They choose their career as per their age, understanding, and expertise.





Making of Set, Budget and Music etc.

This part of the syllabus has been designed for individuals who need to make a lasting impact on the filmgoers. Composing music and designing sets are considered as the creative sections of film making. Production houses spend heavily on these aspects. Other than that you will learn how to make budget for a production.

Production Design & other things

This course is aimed at creating outlines for film making. Outlining a film is not easy as several aspects are needed to be taken care of. This apart, you will have to pick the best location for shooting. In this section it is taught how to handle equipment, artists and crews.

This video will provide a brief overview of this course.

Topic	YouTube link	QR Code
Video 1 –Concept and visual production Preparation	https://youtu.be/f7r9FnASWJU	
Video 2 –Scripting research &Screenplay writing	https://youtu.be/3cjbk1oYb60	
Video 3 –production designing& Location finalising	https://youtu.be/qCpmWJDifl	
Video 4 –Character finalising	https://youtu.be/j4yb-yVkUyY	

Course outcomes

Upon completion of Pre-Production you will be able to:



Outcomes

- Learn about writing for Film production.
- Learn about making a storyboard for Film.
- Learn the steps for making budget for small to big budget movies.
- Learn the steps for scouting a location for shooting.
- Get acquainted with the steps of choosing and hiring of equipments with crew members.

Timeframe



How long?

This course will be completed within “2” classes.

This course is of “1” credits.

4 Hours of study time is required to complete this unit.

Study skills



Learning about the audio visual productions are a part of Multimedia Coaching. But, when it comes to creation of an output, there is no specific ABC formula for doing so. It is just like a painting in which the artists choose the colour and proportion according to the need, not as per a written plan.

In creating outputs for TV, Films etc. we have to utilize the software tools from one corner to another randomly. So for every project, the formula is different. There is no fixed recipe for all kind of output. So, the more and more you learn about the options, more variety you will get. Each and every option is explained step by step in the course material.

Apart from this course material, the learner has to adopt the tendency of learning from multiple sources i.e.,

- Internet tutorials

- Video tutorials on youtube
- Collaboration with people working in the industry etc.

Only classroom study will not make you a professional. You have to be active to grab the opportunity of learning wherever you get a chance.

Need help?



Help

In case of any help needed you can browse the internet sites like youtube.com for video tutorials about the subject.

Assignments



Assignments

There will be some assignments at the end of each unit.

These assignments are mostly practical based and should be submitted in CD or DVD. Theoretical assignments are to be submitted neatly written on A4 size sheet.

All assignments will be submitted to respective study centre of Odisha State Open University or as directed by Co-ordinator.

All assignment should be unit wise on separate CD/DVDs clearly mentioning course title and unit on Top. Theoretical Assignment will be neatly filed or spiral bind with cover clearly mentioning necessary information of course.



Assessments



Assessments

There will be “1” assessment for each unit.

All practical assessment will be submitted to OSOU.

Assessment will take place once at the end of each unit.

Learner will be allowed to complete the assessment within stipulated time frame given by the university.



Video Resources



This study material comes with additional online resources in the form of videos. As videos put in human element to e-learning at the same time demonstrating the concepts visually also improves the overall learning experience.

You can download any QR code reader from Google Play to view the videos embedded in the course or type the URL on a web browser.



















Getting around this Course material

Margin icons

While working through this Course material you will notice the frequent use of margin icons. These icons serve to “signpost” a particular piece of text, a new task or change in activity; they have been included to help you to find your way around this Course material.

A complete icon set is shown below. We suggest that you familiarize yourself with the icons and their meaning before starting your study.

			
Activity	Assessment	Assignment	Case study
			
Discussion	Group activity	Help	Note it!
			
Outcomes	Reading	Reflection	Study skills
			
Summary	Terminology	Time	Tip



Unit-1

Conceptualising Pre-Production

Introduction

There is a very thin line between TV & Video Production. And producing videos are now become a profession. Many of us are still confused about the production process and producing videos are not less than creating a creative content. In other words you can say Video industry is the content-driven industry.

Every production has to undergo several stages of processing. But the video production divided into three basic stages like-

- Pre-Production
- Production
- Post-Production

Here we will discuss the first stage of film & video production & its functions in production.

Outcomes

Upon completion of this unit you will be able to:



Outcomes

- Describe the concept of Pre-Production
- Use small idea to a large extent
- Explain the fundamentals of Pre-Production
- Visualize the idea before shooting.
- Prepare a rough idea to a visual form.

Terminology



Terminology

- Visualisation:** Representation of an object, situation, or set of information as a chart or other image.
- Storyboard:** It is the first planning tool of a film/video project on paper. Sequential drawing sheet of a film/video project.
- Script:** A kind of written format of text for film, TV, Play, Drama etc.

The Concept

Pre-Production is the most vital stage for any Video production. Much of your time should be spent in planning stage (Pre-Production). Depending on the complexity of the project, 25% will be spent on filming, and the other 15% will be spent in editing, publicity, distribution & transmission.

Pre-Production includes many things like ;

Title-Pre Production work diagram



Attribution-(Created by Author)



Above said all these steps are very necessary to understand the Pre-Production.

Research & Development:

Though Pre-Production is the most vital part in the process of video production, you have to concentrate on research & development. And before you start for shoot you should give stress on what is the purpose of shoot, who is the target audience and in which way you should develop the content.

Why research is necessary?

- Because the content is important.
- Because you have to set your target audience.
- Because the final output timing is necessary.
- Because research shows the actual & accurate budget.
- Research shows how to practically maintain the quality of the production.

Development work will be done by the team members after thorough research. What should be done and what should be avoided is decided in development stages. Final concept of the project is decided in this preliminary stage of Pre-Production.

In this phase of film making, the maker chooses a story. Furthermore, the story is chosen from a thought, play, novel, book, another film, a genuine story, unique thought, a daily paper cutting and so forth. In the wake of recognizing a topic or the message, the maker sits with authors to set up a synopsis. Next work is that the maker creates a blueprint out with the assistance of art director. It separates the story into one-paragraph scenes and that make an emotional structure.

At that point, they decide the treatment required to improve the quality of the production.

In later stages, a screenwriter writes the screenplay. The screenwriter may rework it a few times to enhance the sensation, exactness, shape, characters, exchange, and general style to improve the quality of the venture. Be that as it may, makers frequently skirt the past steps. S/he may build up the screenplays in which financial specialists, studios, and other invested



individuals are informed through a procedure called script coverage.

A film distributor may be contacted at the beginning of film making to help in subsidizing of the film and the conceivable budgetary accomplishment of the film. Executive producers embrace a headstrong business approach and consider factors, for example, the style, the intended interest group, the authentic achievement of comparable film preparations, the on-screen characters who may show up in the project, and potential directors. Every one of these variables infers a specific interest of the task to a conceivable audience amid the projection and transmission.

The producer and screenwriter get ready with treatment, and present it to potential investors and financiers. In the event that the point is effective, somebody may offer budgetary sponsorship. When all parties have made the decision to settle the arrangement, at that point film may continue into the pre-production stage. By this stage, the film ought to have an exact showcasing plan for particular audience.

Visualisation:

Visualisation is the way toward making pictures, charts, or liveliness for conveying an idea or message. Conveying through visual symbolism has been a powerful approach to impart both theoretical and solid thoughts since the development of human civilization. Visualization these days has extended to different segments of science, training, designing, intuitive interactive media, drug, agribusiness, space science and so on.

Followings are the purposes of visualisation behind any production be it a short film, TV commercial or promotional videos.

1. To tell the entire thought in visual shape

Keep in mind that you're working for the visual medium, so you should visualise the entire process of production which would eventually be transformed onto the screen.

- What sort of changes do the characters experience throughout their journey and by what method will you show it before the audience?



- Which sorts of hindrances are likely to be faced by the characters and how would you display them on screen?
- Identify all the sequences and stamp them as plot focuses.
- Design each shot that outwardly improve the screen.

2. To Create a Strong Visual portrayal

Once the story is chosen, you have to make visual attestation. That is the reason it is said that a photo is worth more than a thousand words. Best pictures convey the story rapidly, effectively and strikingly. Be that as it may, there is a few inquiries those may come to your mind

- Has the new information moved the potential change in your scene?
- How would you utilize this trap to draw the viewers and the correct perspectives at the perfect time?

3. To Create the best shooting Plan

When you visualize the shot in your inward vision, you've all the while arranged the camera position on the location. You've likewise distinguished the focal point you'll require. You don't need to be stressed over the specific focal point and its millimetre. It's sufficient to think about the wide angle lens or a zoom lens. Once you've recognized every camera setup, now you've the certainty to make a shot-list and an appropriate shooting design.

4. To Develop the Point of View

All the great stories have a perspective and a "possess method for narrating style." It's vital to investigate that, from whose perspective you'll be narrating the story. Your decision on shot taking should be distinct. If you decide to let it know from the other individual's perspective, your shots will be not quite the same as others. A spectator perspective may require all the more wide shots. These wide shots may at the same time catch the untold segments of the story. Every character in the shot gives a new data.



5. To Lead the Production Team

You need to remember both the imaginative and business parts of the film. Separating individuals in a little group will help you to enhance the standard of the movie.

Your crew members are totally manacled with you and they can't move until you've made sense of how and what you need to be shot. The group can't work until the point when they comprehend what the activity is, the thing that particular range of the area is "encircled in". This should be particular that why and how it is critical in the content. Working through these choices ahead of time doesn't imply that, you can't alter your plan.

Great pre-perception for better shoot

You need to shoot with your vision first and after that you shoot with a camera. Indeed, even essential storyboards help you to investigate shot juxtaposition and sequencing. You see many people with "cool" shot thoughts get into the alter room and locate the "cool shot" but doesn't cut with alternate shots. The main shot often does not coordinate with the second shot.

When we shoot we're working non-direct. Yet, the story is composed in a straight way. While shooting we utilize nonlinear arrangement to unfurl the story and it is the best technique. Stories are generally composed with occasions unfurling sequentially. There are exemptions like the Christopher Nolan motion picture "Keepsake", "Regular Suspects" and others. Conferring top to bottom pre-representation may help you to improve films.

Screenplay Writing:

- It is a composed work by screen writers for a film, video or TV production.
- A screenplay is a more than 100 pages written document and comprises of 12point textual style on 8 1/2" x 11" splendid white three-opening punched paper.
- One designed content pagemeasures up to approximately one moment of screen time. A normal page tally of a screenplay should come in the middle of 90 and 120 pages.



- Comedies may be of shorter duration (90 pages, or 1 ½ hours) while Dramas run longer (120 pages, or 2 hours).

Screenplay is the plan for a film or video project. Experts on the shooting set including the producer, director, Cinematographer, Art executive, VFX director, Set architect and on-screen characters change the screenwriter's vision by utilizing their individual feedback. In spite of the fact that a film is synergistic workmanship, the screenwriter must know about every individual's part. Also, the content ought to mirror the author's knowledge.

In spite of the fact that film is principally visual medium, screenwriters, instead of telling anything, demonstrate the story. A 2-page internal monolog may function admirably for a novel, yet it won't work for Film or TV production.

The advancement, exercises, explanation, feeling and reaction and trades of the characters are also depicted in a screenplay. A screenplay made for TV is generally called a teleplay. It helps in production when you have a grip of the general separating measures. The best, base and right edges of a screenplay are 1" while the left edge is 1.5". The additional half-inch of blank area to one side of a content page takes into account authoritative with cuts. The whole record ought to be single-separated. The principal thing on the main page ought to be the words FADE IN or something to that effect for transition:

Transition

The principal page is never numbered. Back page numbers showed up in the upper right hand corner, 0.5" from the highest point of the page, flush ideal to the edge. Be that as it may, it might shift starting with one screenplay author then onto the next.

The following is a specimen screenplay with rundown of things (with definitions) that depict the screenplay arrange, alongside indenting and organizing data. Screenplay programming will consequently design all these arranging components, yet a screenwriter must have an essential learning of the definitions to when and how to utilize every definition.



JOHN
Well, one can't have everything.

CUT TO:

EXT. JOHN AND MARY'S HOUSE - CONTINUOUS

An old car pulls up to the curb and a few KNOCKS as the engine shuts down.

MIKE steps out of the car and walks up to the front door. He rings the doorbell.

BACK TO:

INT. KITCHEN - CONTINUOUS

JOHN
Who on Earth could that be?

MARY
I'll go and see.

Mary gets up and walks out.

The front door lock CLICKS and door CREAKS a little as it's opened.

MARY (O.S.) (CONT'D)
Well hello Mike! Come on in! John, Mike's here!

JOHN
Hiya Mike! What brings you here?

Mary walks in, Mike following. Both sit down at the kitchen table, opposite one another.

MIKE
Oh, just thought I'd bring back your revolver. Thanks for letting me borrow it last week.

Mike reaches in his pocket and fishes out a hammerless Smith & Wesson. He opens the cylinder with a CLICK and confirms it's unloaded before setting it on the table.

John removes the paper towel from his plate, setting the bacon down on it. Then he takes his sunny-side up eggs from the frying pan and puts them on the plate. He sits down between Mike and Mary.

Title-Sample Screenplay

Attribution-Mendaliv

Link-

https://commons.wikimedia.org/wiki/File:Screenplay_example.svg

1- How to write a decent screenplay

Screenplay is the backbone of any production. Here you will take in a portion of the best, screenwriting procedures to start your alluring screenplay composing.

The secret to making the opening work is not exhausting. Simply give utmost importance to the main lead of the venture in the



screenplay. The contention may or may not be identified with the primary story, but it should first stun the viewers.

These are a couple of ventures of screenwriting methods to get your motion picture/video generation begin. Initial couple of pages of screenplay has a few capacities like-

- It sets up the lead character.
- It demonstrates the time, area.
- The basic component ought to be first and foremost to begin the story.
- The first act ought to build up the fundamental inquiry of the story: What does your lead character need to do, for sure and who remains in that direction?

Other than that, there are a few hints to make the screenplay more appealing.

- Try to maintain a strategic distance from superfluous portrayal in light of the fact that the gathering of people needs to know where they are and a name of the place.
- Don't let the characters to reveal to us what they are going to portray on the screen.
- Don't attempt to set up a protracted content (Not more than 150 pages).
- Though it is a visual medium so attempt to keep up a decent harmony amongst discourse and physical activity.

2- Format of Screenplay Writing:

2 (a) How to write Scene Heading

Indent: Left: 0.0" Right: 0.0" Width: 6.0"



A scene heading is a one-line depiction of the area. It should demonstrate the time of year of when the scene is being shot. It is otherwise called a "slug line." It should preferably written in UPPER Case.

Illustration: EXT. SHOPPING MALL - DAY indicates that the shot is being taken outside a shopping center during the daytime.

2 (b) How to write Sub header

Indent: Left: 0.0" Right: 0.0" Width: 6.0"

Sub headers help a director when some modification is made during the shooting. A decent case is when, there are number of fast cuts between two areas; you can utilize the term INTERCUT and the scene areas.

2 (c) How to write Action

Indent: Left: 0.0" Right: 0.0" Width: 6.0"

Scenes are composed on a present situation. It should be kept in mind that only stationary objects and activities are to be included so that they can be shown to the viewers on the screen.

2 (d) How to write Character

Indent: Left: 2.0" Right: 0.0" Width: 4.0"

When a character is presented to the viewers, its name should be conveyed along with the activities. For instance: The entryway opens and JOHN strolls in to the room. The name of the character should always be in upper case and constantly recorded over his/her lines of discourse. Other minor characters might be recorded without names, for instance "Cab driver" or "Client."

2 (e) How to write Dialogues

Indent: Left: 1.0" Right: 1.5" Width: 3.5"



Compose a solitary line or lines of discourse for each character. The length of the exchange of dialogues may vary according to the pace of the show in scene.

2 (f) How to write Extension

Put after the character's name

Some indicative alphabets should be mentioned in bracket after the name of the character to let the director know how the voice would be heard on the screen. For instance, if the character is talking as a voice-over, it would show up as JOHN (V.O.).

2 (g) How to write Transition

Indent: Left: 4.0" Right: 0.0" Width: 2.0"

Transition of shots should be mentioned as follows:

- CUT TO:
- DISSOLVE TO:
- QUICK CUT:
- FADE IN:
- FADE OUT:

While composing content, you should abstain from utilizing a progress unless there is no other approach to show a story component. For instance, you may need to utilize DISSOLVE TO: to show that a lot of time has passed.

2 (h) How to write shot

Indent: Left: 0.0" Right: 0.0" Width: 6.0"

The length of visual recorded between the on and off of the camera is called a 'Shot'. A shot demonstrates the viewer to the point of convergence inside a scene.

Examples of Shots:

- ANGLE ON -



- EXTREME CLOSE UP –
- ESTABLISHING SHOT-
- PAN TO -
- JOHN'S P.O.V –
- TILT UP-
- TRACK IN-
- DOLLY OUT-

Storyboard Making:

As examined above, arrangement is most important part of the entire production. There are numerous perspectives for pre-production arranging; however we will concentrate on storyboard making.

Storyboard is the primary arranging device for a movie producer. It is the visual portrayal of a film or video project. Shot by shot you create the content and choose how to create each shot on the shooting floor.

A storyboard made with all sincerity helps you manage the budget and the man power. A storyboard brings out thoughts and discovers the genuine problematic spots in your scenes.

Making Storyboard is a crucial and finest part of the production. In the least complex frame, one can draw lines and figures on a notebook. This makes an energized 3D pre-visualization that practically feels like a motion picture. The best part is its suits to customer's pocket.

Before you begin making the storyboard, study and live your shooting areas in subtle mind. You may even take a few previews from potential edges. This sort of field work will give you a superior visualisation and presentation to form the shots on paper. Camera is additionally an extraordinary apparatus for making an essential storyboard. Subsequent to taking many pictures, stack the photos into a PowerPoint introduction and afterward play the introduction to perceive how it streams.



Creation of Storyboard:

Put two lines of boxes on the page with plenty of space above and beneath each column for making notes.

- 1- Match your cases so as to it can help you when you will shoot.
- 2- Have loads of duplicates of your clear sheets.
- 3- Sketch every scene utilizing numerous cases to catch all your proposed shot points.
- 4- Critically analyze the completed item searching for crevices in shot scope or hazardous setups.
- 5- Always utilize pencil since it will help you to erase and redraw.
- 6- Indicate the camera position with kind of camera shots and camera developments.
- 7- Use bolts to demonstrate the zoom's course.
- 8- Use single bolts to convey development.
- 9- Show the bearing of a tilt by drawing the start and consummation in two separate casings. At that point put a bolt and a directional documentation to influence the activity to clear.
- 10- Use the space around each edge to influence notes on camera.
- 11- Also keep a notebook ready where you can note down the required apparatus, sound impacts, props, make-up and embellishments.



Pre-visualization helps you take your project to the next level. You will get two sorts of advantages in this kind of storyboard like-

- **A)** It makes for a compelling customer introduction. They can without much of a stretch handle how your idea will truly function.
- **B)** It can help you to imagine better complex sequences that are difficult to draw on paper.

When you are done with your storyboard, proceed to arrange your shooting technique. The scenes in your content may require various camera angles. If you are recording with a single camera, shoot the scenes directly with fixed lighting arrangement. Make the shot list by looking through a scene's storyboard and noticing which casings can be taken amid a similar setup. Keep in touch with them together on the rundown. At that point utilize your shot list as a guide, and verify shots as they're taken. You will shield yourself from skipping a critical close-up or building up wide-shot.

Another advantage of the shot list is in making a calendar. You can get a harsh picture of how much time it will take to shoot a scene according to your designs. The crew members, just with a look at the shot list, can see how many shots are left in a particular set up so that they can plan for the following setup.

In the event that you don't have involvement with storyboarding and shot records, at that point give yourself a training run. Watch a scene from a motion picture, TV show or business. Keep your remote beside you, and note the camera angle changes, screen activity at regular intervals. At that point hold out your storyboard paper and draw a couple of minutes of the scene.

Lighting and camera work are great aptitudes to learn. In any case, keep in mind the expertise of planning. By the day's end, it's a speculation of time which would prove vital



Making of Shooting Script:

The shooting script is more intricate, exact, overwritten form of the screenplay. Not at all like what good judgment may recommend, the shooting script is not written by the screenwriter. It is composed by the director alongside his cinematographer, while both examine everything required for the film.

In wide terms, the primary distinction between the screenplay and the shooting script is that, the screenplay is an offering apparatus, while the shooting script is a production instrument.

At the point when a screenwriter pens the screenplay, s/he is endeavouring to offer, to the exclusion of everything else, the story. In this way, he needs to make a smooth read with an agreeable stream, generally his/her screenplay and diligent work wind up in the wastebasket. Screenplays should contain next to zero course at all. Directing the movie and calling the shots is not the writer's undertaking; it is the Director's obligation.

While your script is being written, its motivation is to enable readers to comprehend the story, however once a script is concluded and pre-production starts, the script is modified a tad bit to improve it a calculated outline for the production. When we're part up the script into areas that we can film, those terms are quite recently excessively unclear and could cause lamentable false impressions. As a result of this, we make an adaptation of the last written work content called a shooting content that is altered for our necessities in pre-production.

The script is conveyed and referenced while the film is underway too. Before making a shooting script, influences a reinforcement to duplicate of your written work. That way the last draft of script stays in place and all pre-production changes occur in the new duplicate. At that point, you need to number up the scenes.

These numbers are truly critical and shouldn't be changed at any point of time. After the film is shot we need to shoot a pickup scene that may need to go between scenes.

While making a shooting script, ensure the areas and time of day/night for each slug line. We require underwriting the name of each character on the first occasion when we see them in the content. We underwrite huge sounds. We could likewise include



camera angles and movement under the supervision of the director.

Sometimes these things will be capitalized by the screenplay writer. In any case, these are the underlying changes we make while making a shooting script. The subsequent stage is to introduce props.

During pre-creation stage, the director changes the story according to his shooting content. The shooting script is ordinarily splitted into shots, including exact cinematography wording. For example, close-ups, Long shot, panning, dolly in, overexposed and so on. Before main photography begins, the shooting content is arranged according to the scheduled of dates.

a) A Guide to writing a shooting script

The shooting script is the producer's approach to discuss well with alternate departments of a production. It additionally spares time and money. Other than that if you're shooting content is finely written, the chances of committing errors would be less.

Shooting script is a critical apparatus to convey your director's vision to the team alongside storyboard. In the shooting script the director is separating the screenplay into number of shots. So it is a sort of another draft of the script composed by the director, in this manner the shots you write in the shooting script will characterize the scene.

b) Arrangement of shooting script

Before you have a look at the shooting script, ensure that, the script is elegantly written and to be in the correct manner. It is essential. In case, the content is not composed in proper manner, you will be left with a broken apparatus and you won't know the correct length of a scene.

Try not to go into an excessive number of subtle elements now; simply consider the general atmosphere. Your subsequent stage will be to ensure the right feel from the shots.

c) Writing the shooting script

At least three significant aspects should be looked into before writing shooting scripts.



1. Camera

2. Lighting

3. Blocking of the characters

The camera

When we say camera, we mean camera angle and the sort of focal point you utilize as a part of the project. Consider the shot you need for each action. You ought to write it first in the script since it encourages director to picture the film better. When you are done, go through all the script and ensure that nothing is left behind. Go through the shots again and think what sort of focal point will present to you the best outcomes.

Lighting and hues

It is high time the directors considered more image techniques to enhance the atmosphere. For that he needs to talk to the executive of photography. He should be given freedom to express his thoughts for a better yield. Your attempt should be to ensure that the subject of the film is communicated by these shots.

Blocking of the characters

The third step is to consider the blocking of the characters. Blocking is the movements of the characters required for filming a particular scene.

The shooting script configuration:

The shooting script is a table equipped with practically everything about the shots. It ought to contain these points of interest including number of the scene, number of the shots, the clarification in the matter of who is in the shot, what is going on in it, time – day/night, area Indoor/outdoor, the exceptional camera needs (like Steadicam, helicom, submerged camera or activity cam) and the area of the scene. You need to compose the changes required for each shot and specify extraordinary sound impacts (Sync or foley) that are essential for the scene.



Activity

- Study script, screenplay writing in YouTube and try to identify the tricks in which they would have been made. Try to utilize your skills and learning to develop that kind of ability.

Unit summary



Summary

In this unit you would get to know the basics process of transformation of a small idea into big screen storytelling for visual medium.

Assignments



Assignments

- Define pre-production in 5 lines.
- Describe the names of software used for screenplay writing.
- Explain the need of research in Pre-production.
- Define screenplay in 150 words.
- Write down the concept behind pre-production and explain why it is necessary in the first stage of Film/Video production.
- What are the steps to write a good screenplay?
- Explain the necessity of screenplay.
- What are the main aspects of a shooting script?
- Try to write a two character dialogue scene.
- Differentiate between shooting script and screenplay.



Assessment



Assessment

Initially write a short story. At that point make heaps of inconvenience to the main protagonist. After the improvement, include few characters and suitable discourse into the story. At that point divide the story into little scenes.

Resources



Reading

- <https://issuu.com>
- <http://www.oercommons.org>
- <http://digitalfilmfarmworkshops.com>
- <http://www.storyboardthat.com>
- <https://en.wikipedia.org>
- <http://www.indiewire.com>
- <https://goodinaroom.com>
- <http://www.elementsofcinema.com/>



Unit 2

People involved in Pre-production

Introduction

Even as it is a medium of art, still it is considered as a community oriented medium of science and business. Number of artists, expert and different groups of people are engaged with the procedure of film making. At the time of shooting the director did his/her work with the assistance of other crew members. Quite a few numbers of talented and expert hands including chief associate, second associate, second unit director, script supervisor, and cameraman needed to raise the standard of the production.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Describe the people involved in pre-production stage
- Use their talent and skill in pre-production
- Explain the responsibilities of each skilled person in pre-production
- Know the work structure of every crew member

Terminology



Terminology

Skilled:	Showing the knowledge, ability, to perform a certain activity within a stipulated time period.
Agreement:	A negotiation, typically legally binding arrangement between parties for a course of action.
Technician:	An expert for practical application of technology in film making.



Casting: Selection of certain individuals to play their parts as actor, dancer, singer, etc for a particular role or part in a script, screenplay, or teleplay or in the film.

By this time all of you must have the knowledge that Pre Production is the most crucial stage for any sort of film/video production.

A large no of individuals are engaged to bring the best output. They are divided into three parts

- 1- **Highly skilled or fully professional**
- 2- **Semi skilled or professional**
- 3- **Unskilled or amateur**

Highly gifted people groups are exceptionally experts and they know how to do their job effectively in coordination with others including the director of photography, sound engineer, VFX supervisor, art director and stunt coordinator. Operating cameraman, assistant cameraman, lighting chief and others are proficient people groups who are associated with the production stage. In any case, while we are discussing pre-production stage then production designer, production assistant, executive producer play crucial roles.

There is no such department called production. However, as indicated by some expert's work, a division is formed and known as production office. Furthermore, a certain groups of people are included under this department. Let us quickly talk about it.

Producer:

The key individual who makes the film is known as Producer. A film takes shape due to his/her fascination towards craftsmanship and culture. At the end of the day s/he bears the entire cost of the production. After total discussion with the director, producer takes the financial burden. S/he often has to sit with the script writer and director for story, location, and casting director.



Executive Producer:

Executive producer executes the investment of producer. Till 1980 Line producers are known as executive producers in Hollywood. They used to go to the shooting spot oversee the creative parts of the production. The executive producer often invests fund as and when required.

Production Designer:

The production designers are in charge of the visual splendor of a film, TV or theater production. They pick up a style for sets, areas, designs, props, lighting, camera angles and costumes, while working intimately with the director and producer.

Once the idea is selected, designers name and deal with art department, which devise a plan and form a team. Designers should have expertise in film, TV or theater production despite the fact that they do have some assistants to oversee things. In the theater, production designers are called stage or set designers.

Production Manager:

The responsibility of the production manager includes:

- 1- Chalking out plans with actors and actresses to finalize shooting dates.
- 2- Transportation of crew members and artists to shooting location.
- 3- Production administration and management
- 4- Preparation of Budget

A production manager deals with every single administrative issue and mostly keeps the director free of burden.

Production Accountant:

Film making is an expensive venture therefore a huge amount of money is pumped into the production. So, the role of a production



assistant is crucial as s/he keeps all the accounts starting from the pre-production stage till the release of the movie.

Production Coordinator:

A production coordinator is the person who plays the role of mediator between the producer and others. His/her part is essential in a film production.

The coordinator decides the following aspects of film making:

- 1- Location of the shooting
- 2- Arrangements of required equipment
- 3- Hiring of professionals

Director:

There is a person in each and every family, who manage the entire family and whose instruction is carried out by family members. And s/he is known as the head of the family. Similarly, the director is the captain of the ship or the person in the film making.

His responsibilities include the location of the shooting, which lighting condition is best to shoot, the kind of cameras and so on. Most directors are called the 'Jack of all trades'. They know every segment of film making. Some are there who assumes the responsibility of producing and directing. There are a lot of cases in Bollywood like-Raj Kapoor, Raj Kumar, Santoshi, Raj Kumar Hirani, David Dhawan, Sanjay Leela Bhansali and so on. Director's innovativeness, vision, specialized learning, solid self control, right administration aptitude, aesthetic and business mind sets the silver screen on fire.

In pre-production stage a director discusses the story with the producer, artists, art director and cameraman and others. If required, then s/he corrects the whole story and sequences. Before going for shoot s/he talks about each subtle element of the film with the chosen crew members.



Screenplay Writer:

A screenplay writer is an essayist. S/he is the individual who writes screenplays for several mediums such as stages, films, TV projects, funnies or computer games.

Each screenplay and teleplay begins with an idea or thought. These days, however, scripts are mostly written on current issues and biopics are also made. Screenwriters who frequently pitch new ideas, regardless of whether unique or an adjustment, don't become jobless.

Storyboard artist:

A storyboard artist envisions stories and representations, frames of the story. Quick pencil illustrations and marker renderings are two of the most widely recognized conventional systems, albeit now days Celtx, and other storyboard applications are regularly used to draw storyboard. The computerized camera is one of the most recent procedures in making storyboards.

They are generally independent specialists, commonly procured by art director and movie director. Commonly independent storyboard artist will have a place with at least one storyboard organizations much like an illustration agency.

Numerous storyboard specialists these days start and complete their work on PCs utilizing programming and advanced pencils or a graphics tablet. Storyboard artists may utilize photographs to make visuals where stock photographs or photographs taken particularly for the task are assembled carefully to deliver a photographic portrayal called a photo visual.

For movies, a few movie producers, directors, and makers utilize clip art PC programs intended to make storyboards, or utilize a devoted 3D storyboarding programming, or a more multi-purpose 3D program which can likewise be utilized to create components of the storyboards.

Art Director:

An Art director is a man who is in charge of each one of those properties and set, that is required for shooting at area. His/her guideline is completed by his/her group to develop a set. Art



director's work begins after the scripting. In this stage Art director talks about with director about every shot, at that point trains his/her group to fabricate another set by the request of the every scene. Art director conveys his/her full and effective group to make the set in time.

Art Department coordinator:

Continuously the art department is the greatest department on any film production, because of its group individuals. Art Department coordinator coordinates everyday administration. These people groups must be very proficient and sorted out to adapt to the day by day to every day work stack.

Their primary obligation is to co-ordinate information between the accompanying departments like: set decoration, props, production, locations and construction. They are ordinarily accountable to the supervising art director and the production designer.

They are among the first to be utilized in a film's art department. As a rule they start working with the production manager. They ensure that art department spending plan (e.g. work costs, set dressing, wraps, and so forth.) is monitored properly. Along these lines correspondence is made between film's producers through the production manager.

Art department coordinator plays out an extensive variety of jobs including:

- 1- Compilation of costumes
- 2- Schedule for the art department; sorting out transport and travel related issues
- 3- Shipping hardware during overseas schedule
- 4- Supplying duplicates of all illustrations and data.
- 5- They additionally download and set up all area photos for the Production Designer and make a rundown of all sets for the construction.

Art Department coordinators examine all location notes with points of interest of development, dressing and vehicle



prerequisites. They also arrange authorization letter from the concerned authorities for shooting requirements. They also oversee health and safety issues.

During shooting, they needed to be contacted by the standby art director who liaisons with them about any pressing needs.

Art Department organizers deal with an independent premise and might be required to spend long time working far from home.

Casting Director:

Casting director is the individual who chooses the character for every single scene. He organizes audition for this selection process. Before picking up anybody, he hands over a page of script to an actor to show his skill before the director and casting director. A good performance during audition lands the actor in a role for the project. As so many characters are there in a movie or production, it takes even a week to finalize the actors for a project. Each aspirant is selected on the basis of his/her aptitude, capacity, conduct, persistence, dialogue delivery style. In spite of the fact that each character is unique in his/her own capacity, casting director takes utmost care to finalize the casting.

Lyricist:

A lyricist writes the lyrics of the songs. A successful lyricist works closely with a music director of a production. Commonly, a lyricist plays a crucial role in the success of a movie.

An average lyricist manages to operate admirably with other members of the music team. A decent lyricist can come out with some very good lines, which enhance the quality of a music album.

Music Director:

Music director is the head of music department of a production. However, the job of a music director is extremely troublesome in Indian Film industry. Despite the fact that Indian audience cherishes music, the part of music in Indian movies is critical and unequivocal. Before shooting, music director makes music with Lyricist and director for movie. Music director adds to the circumstance in a movie with his soulful creation working in tandem with director and uses it in the movie.



Cinematographer:

The most imperative division in the production is filming the scene. It is done specifically under the supervision of cinematographer. Cinematographer is the individual who knows the whole traps of photography, lighting and camera systems. S/he trains the camera administrator and other technicians. In pre-production stage a cinematographer examines every details of each and singular shot with the director.

Visual effects Supervisor:

The most innovative, otherworldly shots and scenes are conceived under the immediate supervision of visual effects supervisor. Before shooting visual effects supervisor speaks to the director, cameraman, and production manager for execution of the special effects. Several professionals are engaged to enhance the standard of visual effects.

Crew's Responsibility:

A group of people plays a very important role in the success of a commercial feature film and they are called the crew members. The success of a movie depends upon the level of sincerity of the crew members. Crew sizes fluctuate depending upon the scale of mounting. Some specialized crew members identified as day players, carpenters, crowd specialists, security guards, and so on.



Unit summary



Summary

In this unit you learnt the key people and the role they play at the pre-production stage of a production. What's more, in the wake of perusing this unit you comprehended that every one's part is extremely novel and testing in the film production.

Assignment



Assignment

- Discuss the role of Producer in Film/video making?
- Who is responsible for all the expenditure in the shooting?
- Who is known as the captain of the ship?
- Describe the role of a music director in Indian film industry.
- Briefly discuss the works of a production coordinator.
- Write down the three categories of people worked for film making.
- What is the role of visual effects supervisor in the pre-production stage of film making.
- Who is responsible for the implementation of Health and safety procedures?
- Whose job is very important in Indian film industry?
- Who are capable of writing both words and music piece?

Resources



Reading

- <https://www.sokanu.com>
- <http://www.thevideoeffect.tv/>
- https://en.wikipedia.org/wiki/Main_Page
- <http://filmincolorado.com/>



Unit 3

Making of Set, Music & Budget etc.

Introduction

Ahead of beginning the shoot of a film, a large number of tasks are to be completed by experts with refinement. Making of a striking set to shoot is always expensive than doing it in natural location. Making of music, making of budget and making of set are to be discussed in this unit.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Describe the set making process in pre-production stage
- Elaborate the responsibilities of art department
- Explain the importance of budget in film making
- Know the music talent of Indian film industry

Terminology



Terminology

Set:

Representation of a building, palace and other properties as and when required by the director.

Storyboard:

It is the first planning tool of a film/video project on paper. Sequential drawing sheet of a film/video project.

Diegetic Sound:

Type of sound which is visible in screen.



Making of Set

Set making is the procedure to construct full-scale view, as determined by an art director working in a team with the director of a film or any other production.

The set designer creates illustrations and realistic views, research about properties, surfaces, etc. Designers and most business theaters have started creating scale illustrations with the assistance of PC drafting projects, for example, AutoCAD, or 3d max.

Art Director, the man behind the set

It is the art director's business to understand the imaginative vision of production designer and director to improve the standard of production. The art directors are the vital components in theaters, short films, feature films, advertisements and varieties of TV productions.

In bigger productions, art directors take charges of the work routine and the art department budget. On a few occasions, the art department may comprise of just the production designer, art director, and a few assistants.

The art directors dissect the content to distinguish all props or extraordinary things those are required by the directors. On a big budget film or TV production, this work may begin four to five months before the shooting. On low budget productions, it can be as less as one month.

It's vital for an art director to work with other concerned divisions. They work together intimately with the Location Manager to consult about when and where the locations can be readied. They should discover savvy inventive arrangements which add to the splendor of the production. On location, they additionally look after the safety arrangements.

Job of an art department coordinator:

The art department is a indispensable part of any film or TV production. Art department coordinators give everyday



administration and support to help keep the division running successfully. They should be exceptionally fit and sorted out individuals to adapt to any situation required by the production team.

The coordinators are answerable to the supervising art director and the production designer. They fill in as a scaffold between the art department and production.

They are among the first to be utilized in a film's art department. They as a rule begin their work with the production manager. They clarify the art department spending plan (e.g. labor costs, set, dressing, props and so on).

Art department coordinators play out varieties of roles including:

- 1- Compiling of locations those may include house, hill, palace, school, hospital, police station and so forth.
- 2- Preparing calendar for the art department;
- 3- Organizing transport and travel;
- 4- Shipping equipment when working overseas
- 5- Supplying duplicates of all illustrations and data;
- 6- Download and set up all location photos;
- 7- Make a rundown of all sets for the construction
- 8- Preparing of set dressing budget.

Art department coordinators are considered the most capable individuals in a production unit. At times they chip in with their assisting skills to help out the production designer.

Film Music Composition:

Indian films are incomplete without regular doses of dance, music and songs. Film music not only adds value to a scene but impacts a film's overall appeal immensely.

Film music makes disposition and fortifies importance of film. Music is not seen as a rule but it comes in the sequence in a natural manner.

At present, music is routinely showcased as a ware from the films for which it is formed or made. It has its own auxiliary crowd. By



and large Film music has gone up against its very own musical existence since the arrival of compact disc. The lyricist composes the verses in types of expressions of the melody which are set to tune by the music arranger or music director. S/he is helped by an orchestra. The melodies are sung by proficient and prevalent vocal artist. They are playback vocalists who play back for the actors.

Tunes in Bollywood motion pictures are purposely created with lyrics. These are regularly composed by recognized lyricists and frequently inserted into the music track. In Hollywood, a writer who exercises considerable authority in film music is in charge of the main part of music on the film's soundtrack. While in a few films melodies may assume an imperative part in some Bollywood films.

Bollywood film tunes regularly utilize outside instruments and revise existing tunes. Bollywood films comprise various genre of music like Ghazal, Disco, Qawwali, Devotional, Pathetic, Patriotic, Thematic and so forth.

The different employments of dialects in Bollywood tunes can spellbind the listeners. A few melodies incorporate different dialects, for example, Urdu and Persian, and it is normal to hear the utilization of English words in tunes from present day Hindi motion pictures. Other than Hindi, a few other Indian dialects have likewise been utilized including Braj, Avadhi, Bhojpuri, Punjabi, Bengali and Rajasthani in Bollywood films.

Presently film soundtracks are uploaded in social networking sites like Youtube much before the film is released in theater. Earlier, radio was the only medium of film music yet with the introduction of satellite TV and FM radio the situation has been changed radically. Also, the appearance of new media like web has changed the audience group.

Film Budget Making:

Budgeting a film is a procedure required to make a financial plan for the production. The budget is fundamentally a report, which can run into more than 150 pages in length. It is utilized to secure financing for and prompt the three phases of the film making.

As a rule a budget is divided into four segments like:



- 1- Above the line (talents, procuring of types of gear, location and so on),
- 2- Below the line (direct production costs),
- 3- Post-production (editing, visual effects, and so on.),
- 4- And others (insurance, completion bond, promotion and so on.)

The budget excludes film promotion and marketing, as it is the obligation of the film distributor. However, sometimes the producer bears the cost of film promotion.

Elements of Budgeting

Story rights: As discussed earlier, a film's success depends on the quality of novel, music or computer graphics. It can cost anything from two or three thousand. A unique screenplay from a writer can cost more.

Screenplay: While the remuneration of a screenplay writer in India depend on the paying capacity of the producers, in US Columbia Pictures pay 2 percent of the gross profit to the screenplay writers.

Producers: Film producers and executive producers are the key individuals who put resources into a film production.

Director: As the director is the captain of the ship he is one who receives the bouquets and the brickbats. When move does well a director walks away with the credit while the failure also attributed to him. What we see on a screen is the imagination of the nobody but the director.

Production costs: The cost of delivering the film includes gear procurement, wages of the crew, production configuration, set making, studio costs, costumes, cooking, settlement, transportation, travel, inn stay, and so on. The director of photography is typically the most generously compensated individual from the crew.

Visual effects: Now a day each story demands greatest measure of VFX shots and the best thing is, it looks normal in extra large screen. Though the cost of computer generated imagery and other visual effects enhance the quality of a movie, it needs loads of diligent work.



Music: The music arrangers who are in demand ask for fat remuneration for their unique score. Some movies may not look good content wise but they get away and become a hit because of their music albums. Ordinarily, the music budget of a noteworthy film is around 2 percent of the last aggregate. In any case, some film's music budget crossed million.

Tips for cutting the budgets

Elimination of night scenes-

Shooting around evening time requires intense/costly lighting and the payment of crew members during the evening is more than usual. For Example, Broken Arrow (1996) cut expenses by several dollars by dispensing with the night scenes from the content. Numerous directors have utilized the "day for night" system for this cost cutting purposes.

• Avoid area shooting in celebrated regions-

Shooting a scene on, profoundly bustling region for instance, the Parliament of India/Mumbai Railway Station requires halting movement with a high security caution. On the off chance that the director moved the shooting area to a set then the production can save significantly. Besides, a few areas, (for example, business ventures like inns, eateries, bars and dance club) are more ready to permit filming than others. A few producers who work on a low-budget, generally abstain from paying area charges and look to catch shots at set or by vfx.

• Use obscure, not-well known on-screen characters-

Striving for obscure and not well known on-screen characters and performing artiste is the best alternative to cost cutting. Picking of settled motion picture stars demands more cost than obscure performing artists.

• Film in another district

For instance, numerous Hollywood films set in U.S. urban areas are shot in Canada to exploit bring down work costs, subject to



fluctuating trade rates. They exploit government and commonplace endowments intended to develop and maintain the film and TV production ventures in the region. Numerous U.S. states have reacted with impose motivations of their own.

Going over budget

In the US film production framework, producers are regularly not permitted to surpass the underlying budget. Exemptions have obviously been made, a standout amongst the most prominent cases being Titanic (1997). Director James Cameron ran on solid land with the budget and offered his charge back to the studio. In different nations, producers who surpass their budget have a tendency to eat the cost by getting less of their producer's expenses. While the US framework is productive and can stand to go over budget, some other nations' film businesses have a tendency to be financed through government appropriations.

A few cases of Budget:

A portion of the motion picture studios and production houses are hesitant to give the best possible budget. Here a few cases of budget are given from the web sources.

Lara Croft: Tomb Raider – The Cradle of Life

- **Story rights and screenplay:** \$4 million
- **Producers:** \$4 million
- **Director ([Jan de Bont](#)):** \$5 million
- **Cast:** \$17.25 million
 - **Angelina Jolie:** \$12 million
 - **Extras:** \$250,000
 - **Other (inc. Angelina's perks):** \$5 million
- **Production costs:** \$67 million
- **Set design and construction:** \$17.8 million
- **Visual Effects:** \$13 million
- **Music:** \$3.3 million
- **Editing:** \$3 million
- **Post Production costs:** \$1.6 million

Total: \$118 million



Terminator 3: Rise of the Machines

- Story rights ([Carolco](#) and [Gale Anne Hurd](#)): \$19.5 million
- Screenplay: \$5.2 million
- John D. Brancato & Michael Ferris: \$1 million
- Director ([Jonathan Mostow](#)): \$5 million
- Producers: \$10 million
- Cast: \$35 million
 - [Arnold Schwarzenegger](#): \$29.25 million + 20% gross profits
 - Arnold's perks: \$1.5 million
 - Rest of principal cast: \$3.85 million
 - Extras: \$450,000
- Production costs: \$58 million
- Post-production costs: \$4 million
- Visual effects: \$20 million
- Music: \$2 million
- Other costs: \$33.6 million

Total: \$187.3 million

Spider-Man 2

- Story rights: \$20 million
- Screenplay: \$10 million
- Producers: \$15 million
- Director ([Sam Raimi](#)): \$10 million
- Cast: \$30 million
 - [Tobey Maguire](#): \$17 million
 - [Kirsten Dunst](#): \$7 million
 - [Alfred Molina](#): \$3 million
 - Rest of cast: \$3 million
- Production costs: \$45 million
- Visual effects: \$65 million
- Music: \$5 million
- Composer ([Danny Elfman](#)): \$2 million.

Total: \$202 million

(Source- Wikipedia.org)



Unit summary



Summary

In this Unit we have learnt the key persons involved in making the set, budget, music, and their role and responsibility in the preproduction stage. Besides that you have acquired the knowledge about the elements of budget and how to minimize the cost in budgeting.

Assessment



Assessment

- Discuss the role of Art director in Film/video making?
- Who is responsible for all the expenditure in the shooting?
- Who is known as the bridge between art and production department.
- Describe the role of Music director and lyricist in Film industry.
- Briefly discuss the works of an art department coordinator.
- Write down the process to minimize the cost of budget in film making.
- Briefly discuss the element of budgeting in 100 words.

Resources



Readings

- <https://www.futurelearn.com/>
- <https://www.youtube.com/>
- <http://www.thevideoeffect.tv/>
- <http://www.magix.com/us/movie-making-software/>
- <https://en.wikipedia.org/>



Unit 4

Production Design & other things

Introduction

As discussed earlier, production is the activity of making or assembling of raw segments or crude materials to a finished item. At the end of the day, it is compilation of good things. Every assembly unit needs crude materials, apparatus, areas for foundation and man forces to run it. Much the same as some other businesses, film is considered as an industry. It needs individuals or a group of individuals for both before the camera and behind the camera to complete the job. In this unit, we will talk about the area requirements for shooting, the hiring of gear and picking of crew individuals.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Describe the peoples involved in pre-production stage
- Use of their talent and skill in pre-production stage
- Explain the responsibilities of each skilled person in pre-production

Terminology



Terminology

Skilled:

Showing the knowledge, ability, to perform a certain activity within a stipulated time period.

Agreement:

A negotiation, typically legally binding arrangement between parties for a course of action.



Technician:	An expert in the practical application of a science, technique of an art or craft.
Casting:	It is the pre-production process for selecting a certain type of actor, dancer, singer, or extra to enact a script, screenplay, or teleplay or in the film.

Production Design:

The production originator is the individual in charge of the whole procedure of planning.

He regularly uses the storyboard as a guide and cashes in on an opportunity to make representations of the settings. Film is the successor of painting and theatre. Film has fused a considerable lot of the angles from its antecedent. Outline for sensible films has an incredible arrangement to do with visual generalizations the way the watcher anticipates that specific things will look. In the event that content requires the foundation of an upscale home, certain components can be utilized to make that impact. In the event that the objective is to build up a secluded, run down mountain lodge, different parts can be joined to propose that. Those settings for a dream film might be progressively the formation of an imaginative designer.

Visual environment characterizes character well in the film. A littered domain has a tendency to set up comparative qualities in the character. Numerous different components add to the tone and climate of a scene. Shading assumes a vital part, with scenes being imagined in an assortment of passionate tones to earth tones.

A film can clearly go in a wide range of bearings as far as stylistic theme is concerned. The key is that it needs to go some place. In the event that low budget films have a typical falling flat, it is that they much of the time do not have a predictable way to deal with visual style. Frequently this is both an enhancement and a camera matter. It is additionally to a great extent a monetary reality. Low budget films regularly stall out in the areas that are accessible to them, shooting without the assets or an opportunity to change things.



Production Designer:

Production originators are the individuals who are in charge of the visual idea of a film, TV or theatre production. They distinguish an outline style for sets, locations, illustrations, properties, lighting, camera angles, make ups and costumes. S/he is working intimately with the director and producer.

Once the idea is chosen by the creative director, designers typically name and deal with a workmanship office. The workmanship office incorporates an outline and development group. They regularly frame a solid association with a specific director, who they may work with on numerous productions.

Designers must have the practical experience in film, TV or theatre. In the theatre, production planners are additionally called stage or set architects. Production architects must have the information of-

- Drama/theatre studies
- Architecture
- Creative/performing/technical arts
- Graphic design /illustration
- Interior outline
- Theatre/execution outline
- 3D design
- Landscape architecture/design
- Fine art/visual art

Responsibilities:

Most production designers fill in as freelancers. The imperative piece of their work is advertising their aptitudes and experience, in making contacts and preparation agents.

Their first errands typically incorporate illuminating the brief and concurring an appropriate charge and timescale for the production, which is some of the time done by an agent.

After this, undertakings may include:



- Reading the total scripts to recognize factors that demonstrates a specific visual style
- Considering the production brief, which can be in form of written or verbal?
- Meeting with the producer and director to talk about the ideas and the production necessities
- Sourcing fitting materials and looking into effects
- Researching on each viewpoints like art, history, legislative issues, history and producing design ideas
- Planning and observing to outline the budget
- Providing scale illustrations or models for studio or area sets
- Researching, evaluating and setting up a property list
- Producing plan thoughts for outfits, wigs, properties, enhancements, make-up and illustrations
- Identifying and surveying potential spots like studios and areas
- Presenting thoughts to other crew individuals engaged with the production, for example, performing artistes and camera administrators
- Hiring and dealing with an art department crew or team members
- Instructing the set development organization, picturesque craftsmen and enhancements experts and observing their work
- Collaborating with the costume designer and the director of photography, and additionally the properties, lighting chief and sound engineer
- Attending blocking, rehearsals and shooting to exhort on visual presentation
- Checking sets and locations amid shooting to ensure that all the necessities are met.



Location Scouting:

The audience expects everything about the product to be wonderful. Furthermore, from the production perspective, a best area gives the absolute best. Also, legitimate area exploring brings about the best area. Area exploring is a crucial procedure in the pre-production phase of filmmaking.

When scriptwriters, producers or directors have chosen what general sort of landscape they require for the different parts of the scene that are shot outside of the studio, they look for an appropriate place or "area" outside of the studio started. Once in a while Location scouts arrange legitimate access to filming areas.

Location necessities

Appropriateness of an area relies upon many components, including:

- Overall aesthetic
- Financial cost of production
- Logistic plausibility inclusion
- Distance from base of operations or different areas planned
- Availability of stopping and offices to keep crew and ability protected and dry constantly
- Availability of electrical power or plausibility of getting generators for lights and electrical gear.
- Available light (inside or outside)
- Weather conditions (outside)
- Permission and participation of area proprietor and neighbors, nearby government, and law authorization

Process of Work

The location scouts and different locations department staff (see beneath), working under the supervision of the Location Manager,



by and large endeavor to give the same number of conceivably valuable/reasonable thoughts.

Fixing problems

Taking care of location issues can be an extremely difficult occupation. It requires diligent work for extend periods of time, sharp relational abilities, concentration on each scene what will shoot, capacity to think even one foot or make a move rapidly and mindfully and in addition utilizing specialized aptitudes.

Thought of climate

Nearby climate conditions can consider vigorously along with an area's feasibility and influence numerous regions of production booking, so possibilities and exchange, budgetary-proficient plans ought to be made well ahead of time of any shoot day with plausibility to be influenced by climate.

A location with potential to be influenced by climate ought to dependably be cleared and put, ahead of time, with the property proprietor's understanding and assent "on climate hold" or under the condition that production will just affirm utilization of the area and start photography pending suitable climate conditions.

Job titles and job descriptions:

A film crew may have the accompanying titled positions staffed with respect to the Locations Department.

Location Manager

Location manager regulates the Locations Department and its staff, commonly detailing straightforwardly to the Production Manager and additionally Assistant Director (or even Director or potentially Executive Producer). Location Manager is in charge of all last clearing of a location for shooting and should frequently help Production/Finance Department(s) in keeping up spending administration with respect to real location/allow expenses and additionally work expenses to creation for himself and the Locations Department on the loose.

Assistant Location Manager



S/he works with the Location Manager and the different departments in orchestrating specialized scouts for the fundamental staff (grips, electric, camera, and so forth.) to see alternatives which the Location Manager has chosen for shooting. The Assistant Location Manager will be beginning amid the shooting procedure to regulate the entire operation, while the Location Manager proceeds with preproduction from on the forthcoming locations.

Location Scout

A location scout does a great part of the real research, footwork and photography for reporting location conceivable outcomes. Location Manager Often do some exploring for himself/herself.

Location Assistant

Location Assistant is contracted by the Location Manager to be on-set some time recently, amid, and after the filming procedure. General duties of the assistant include:

- a- Arriving first at the location to permit the set dressers into the set for arrangement
- b- Maintaining the cleanliness of the location ranges amid shooting
- c- Limiting the effect of a working production crew on the location grounds
- d- Fielding objections from neighbours; and at last, toward the finish of the filming
- e- Managing on-set time and crew concerning the conclusion of the location inside legally allowed time limitations.

There are by and large one to three assistants on a shoot at any given time.

Location Production Assistant

This position exists for the most part on bigger spending preparations. The Locations PA is the assistant who is never beginning, yet rather is continually "preparing" a location or "wrapping" a location. That is, the point at which a location requires a few days of set up and breakdown earlier and following the day(s) of recording.



Parking Coordinator

Parking Coordinator is regularly employed by Location Manager on a need premise. Their work is to direct Parking Staff keeping in mind the end goal to secure and organize crew stopping including gear trucks and individual vehicles. Locations Department and Parking Department may cooperate with neighbourhood law authorization to arrange movement control if the scene is being shot includes roadway.

Waste Removal

Location Department's aura is to be the last to withdraw a location upon wrap and to leave the location in order if worse condition as it existed upon entry. A waste evacuation organization may be enlisted on an as-require premise.

Strategies:

A location scout normally takes graphic, all encompassing photos or video of location potential outcomes. A decent location scout will make photographs of a location probability that mirror the stylish objectives of the generation and will likewise incorporate outwardly illustrative utilitarian photography and data archiving substantially more than exactly what will possibly show up onscreen.

Extra distinct data may include:

- Reverse/interchange edge, all encompassing photography, to demonstrate space accessible for camera, lighting, video assist, hair and makeup
- Geographic arranges, compass directions, other map information as might be pertinent
- Ambient lighting conditions at different circumstances of day (or night), solar information, i.e., angle of sun at various circumstances of day
- Photos of holding/organizing territories and accessible stopping or potentially stopping limitation signage
- Hand representations of road/building layout(s), building/room floor plan(s), room or territory measurement information



- Crew/vehicle gets to information, i.e., entryways, lobbies, lifts, stairs, accessibility and data of faculty required for get to
- Notes with respect to surrounding sound conditions
- On the shoot day, if a set is to be "dressed" (props/furniture included or (re)moved),
- Locations Department as well as Art Department/Property Master Staff/Prop Stylist will photograph the particular zones to be influenced in order to guarantee that the location will be come back to its unique state once shooting is finished.

As we have examined before choosing the correct location is the initial move towards an effective shoot, here are a couple of insights that will empower you as you research to potential film/video shooting areas.

1.Concentration on content. Get an area that that perfectly suits to your story line sets.to explore an area or location this the primary regulation that needs to be worked out.When you will set out to survey your locations, somehow you may face face endless potential outcomes like: natural areas, memorable destinations, unmistakable structures, urban scenes and waterfront settings, and numerous different things. Keep in mind one thing.Pick an area or location that offers itself to the story you want to convey. You should never be bound by your areas or location. Areas are fundamentally rough materials. You need to acknowledge what the substance asks for already for picking a preferred best area or location.

2.Explore at the ideal time. We should be constantly careful about the locations or areas can change according to the weather and the climatic conditions. Choose or check your location or area during day time. Change in locations can create shockingly huge changes on the reasonableness of a location.

Elements that ought to be in your mind like-

- Noise and Traffic
- Visitors for entertainment and amusement spots



- Tourists at beautiful or memorable spots

3.Accessibility of light. Temples, sanctuaries, mosques, churches, dance halls, eateries, amphitheaters and homes for the most part highlight with low measures of accessible lighting. Verify the light levels by shooting two or three snapshots of test film with your handheld or mobile camcorder.

Look at the window curtains that can be opened to allow light. Sometimes you may wish to acquire lights or approach the location proprietor for authorization to supplant the knobs in available light apparatuses with brighter lights.

4.Power supplies. Numerous open air locations are a long way from control sources and apart from this some AC challenges could be faced in indoor locations. Hence conveying with numerous batteries of camera could be dependably a smart thought. Be that as it may, regardless you'll have to assess your energy choices at any location what you will pick.

- How will you offer energy to your lights?
- What on the off chance that you do wind up depleting every one of the batteries?
- Could you find any place to connect to the charger?
- Whether the selected spot is remote and adequate to influence an auto to lighter AC connector a smart thought?

5.Perfectly clear sound. Perfect, amazing sound is vital for making a film. Search for a hush that guarantees and provides you the location as per your desire.

The whooshing sound of activity, sound of commotion of running water, and the sound from echoing of voices and developments all would be able to hinder amazing sound. As soon as you explore the location, verify all these conditions after tuning in to your camcorder's mouthpiece pickup via headphones. Your codeless microphone should be tested at the location too, and listen careful and intently for an impedance.



6. Inspect the influencing components. Rain, Sun, wind, warm, snow, icy –these all could be helpful or may hinder, contingent upon your want to include over the film. In this way, it's basic to know and verify the figure as you will be exploring.

Film cameras are not affected by rain, salty shoreline, dampness from waterfalls or air. Smeared lens and water or salt inside the card reader can spell catastrophe. Splendid, hot or sunny locations that's having loads of daylight could likewise may be a major issue: grey and black bodies of camcorder ingest the beams of Sun and results in their overheating when it remains uncovered.

Cool temperatures can deplete batteries and make you and your aides awkward rapidly. Always have try to keep hardware warm by putting away the same covered in a coat or auto till the point when you will be prepared to shoot, and by wrapping it in an extra scarf or coat during taping.

7. Choose where to shoot. Ensure for having satisfactory space for setting up the greater part of your rigging, with the goal that you're ready to get the shots you have at the top of the priority list. A little issue may appear for example the ideal location for a shoot, till the point when it's been understood that the site may not have sufficient space for positioning your rigging. There might be a lot of room in a vast area similar to a hut or a theater, yet you will most likely not be able to meander uninhibitedly. The moment you explore for the location confirm that you have physically visited the spots were you will be shooting from.

8. Get appropriate authorization. You should be known that you may have to recieve grants and other legitimate consents for shooting at specific locations. As you're taking a gander at a location, plan a legitimate rude awakening.

- Did you picked a road or walkway location that may obstruct movement?
- Are you intended for shooting on another person's property?

Burial grounds, shopping centers, markets, enterprises and organizations are on the whole private property. Numerous



proprietors will be cheerful to oblige you on the off chance that you ask, however in the event that won't oblige, you have to pick a different location. It will be smarter to secure consent ahead of time than to have a shoot hindered by the specialists.

9. Assess the zone. Keep an eye on interchanges:

- Is there mobile phone gathering in the region you've shot?
- How about an adjacent pay telephone?
- When you have to drive far, have you made arrangements for a breakdown?

Look the region for brisk sustenance stops to fulfill you and your team amidst a bustling timetable and twofold find the address of a nearby gadgets store, in case on the off chance that you have to supplant a link or connector.

10. Lastly, note down! While taking a seat to assess a location following a day of investigating, you may feel happy to have exploring reports to allude to. During the exploring campaigns in your shoot, day by day goes, on your family get-always, and in your inner consciousnesses, you'll run over innumerable locations and evolving situations, every condition would be novel and conceivably essential for you.

Record all the surveys, take still photographs or you could shoot a small video with a running sound editorial.

- Note the season of day
- The nature of the light
- The sounds noticeable all around
- your specific experiences

Here is a rundown of things to pay special mind to.

- **Auditoriums of schools:** poor sound, substantial space, hard to draw near to activity



- **Churches:** lighting may be low, resounding sound, difficult to be unpretentious
- **Parks and Natural Areas:** evolving climate, troublesome apparatus transport
- **Urban Centers:** foundation commotion, high movement and person on foot nearness
- **Beaches:** wind commotion, salt air, sand defilement, coordinate sun
- **Events of outdoor:** rivalry for space, poor sound, swarm commotion

Make sure to recollect the extremely valuable spots that you have explored during this rundown for a location exploring pack:

- **Notebook (or PDA) with composing actualize for field notes**
- **Still camera for making location file photographs**
- **Camcorder with earphones for recording test video and sound**
- **Compass for checking dawn/dusk, wind course, and so on.**
- **Watch for time-delicate perceptions**
- **Maps particularly for remote locations**
- **Cell telephone in the event that something goes wrong**

Hiring of Equipments:

Employing of most recent top of the line and fitting equipments is the most ideal approach to make a best film. Every one of the equipments like camera, lighting and support gear shift amazingly broadly relying upon your need.

What kind of gear you might want to lease and for to what extent it will be utilized? Numerous rental houses offer a 3 or 4 day week.



So the day rental goes down the more you lease it. Everything is based around the day rental.

Additionally most rental houses have outside the box/understudy rental rates. With trade out hand (no credit) and a moment level rigging list autonomous productions can get equip that will do the trap at a small amount of the cost of the huge players needs. Truly simple to cut free a solitary camera and a handful of lights without trading off the huge rentals.

When you are arranging it is simpler for the rental house to toss a couple of more things into the rental at a similar cost than bringing down the quote.

Some rental houses will offer gear protection if the tenant does not have any. This is normally exceptionally pricy. Best to get a production protection bundle somewhere else that incorporates rentals. Depending what you are leasing you could be talking \$10,000 of rigging or upwards of a million dollars. You can't exit any entryway without protection. As a rule around \$1500 will get a bundle that will cover unobtrusive gear rentals and production protection for the span of the production. Shooting on city streets requires protection in any case, in addition to if something happens you require someone to have your back.

However, you are inquiring as to why would nobody be able to reveal to me the amount it will cost? The scope of expenses for production gear is insane colossal. For a 4K resolution shoot you could purchase a GoPro for \$600 or purchase an professional cine camera with top lens, frill, crane, dolly, track and a lively lighting bundle that can cruise more than Million dollars in adapt instant. Rental rates take after the cost of gear and its rate of deterioration.

A medium range star cine camera a Red Epic, prime lens bundle, matte box, filters, take after concentration, batteries, accessories, media and tripod will run you somewhere in the range of \$1000-\$2500 every day rental and expect near \$100,000 protection. There is no standard method for building a camera and by and large the lens and required accessories will cost far more than the camera body. The renter will disclose to you how much protection you require.



Here and there you can locate a proprietor, owner that will consent to go ahead board with his/her camera and lights for less expensive than ala trucking gear from rental houses.

Beside the enormous players there are little rental houses and groups of proprietor administrators that might have the capacity to set you up on the off chance that you can't bear the cost of awesome.

Everything depends on what gauge of rigging you are searching for and how much spending plan can be designated to get it. Getting some rigging locally from a free source is typically the best for your production. Getting the proprietor of the rigging to work with you is frequently much more productive.

Before picking any hardware there ought to be a few inquiries may ring a bell like-

- What sort of film and what sort of hardware?
- Is it a computerized film?
- What sort of camera and focal points you will be required?
- Do you require lightning hardware and if so what kind?
- Daylight or Tungsten?
- What kind of Filters and so forth?

Choosing & hiring of crews:

To influence your film to the best, in the normal component film production will require no less than twelve group individuals, and we will demonstrate to you who to contract, how to discover them and what their obligations will be.

In the event that you are working with an amazingly constrained spending plan, at that point you will discover modest or free enable, which we will soon demonstrate to you best practices to accomplish. In the event that you have to work for a bigger budget, presumably you need a more experienced staff to work with and no more basic positions, known as Above-the-Line crew.

Have you at any point gone through the credits of any significant Hollywood movie? Numerous people are incorporated—



necessarily not all of them all in the production arrange. Obviously, there is no need employ hundreds, or even handfals, of crew. Countless positions are an excess dealt with the enormous studios and production organizations. In the event that of bigger production, extra individuals can be added in your group, since there may be a great deal of tasks associated with making enchantment.

Basic Personnel

How about we begin with the essential personnel, and after that we'll take a shot at how to discover them. Furthermore, the most essential is the means by which to discover the general population who are the most suitable to fit the needs. The measure of work force that you require will clearly differ starting with one kind of shoot then onto the next. The bigger the set, the more team is required. Over all the three most imperative employments consisting in group will be:

- Producer
- Director
- Production Manager

Since it will be your motion picture, you totally should go up against one of these parts or it won't be your motion picture when it's done. It's essential that you employ capable, experienced individuals whom you know and trust for the other two positions.

On a small scale budget shoot, everybody will go up against various roles. The most important example is the producer. Alongside the standard producer parts, this individual will likewise go up against the duties of area chief, area scout, set creator and typically throwing director, despite the fact that the director might be the one to go up against this part rather, or you can procure an expert throwing director. The producer will be the person who acknowledges general duty regarding the movie. He is the person in charge of getting the finding, arranging and financing, the sets, managing accounts — both approaching and active — promoting film and masterminding conveyance. Principally it's the producer's business to appoint professional and monitor the running of the



project on time and on track from the earliest starting point of the task via conveyance.

Imaginative genius of the project is the director. Besides from saying "action," the director likewise integrates to the cast to learn that all of them are in agreement altogether — and not just while being on-set. The director works with the on-screen characters in pre-production to enable their understanding to that of the vision of the film and accordingly their role or cast in the movie. S/he will in like manner be in charge of all read-through of the content and work with the camera group to guarantee that the set and the lighting are done honestly. The director shall work intimately with producer since they are the prime members responsible for making a beeline for a similar objective.

While the director deals with the inventive parts of the film, the production manager (PM) is responsible for its specialized aspects. Planning, finance, show discharges, organizing with the associate director, booking and leasing/purchasing hardware fall under his/her ward. In bigger productions, huge numbers of duties of PM fall along with the specification of the line producer. Similarly like that of the director and producer, the production manager additionally takes a shot at the undertaking from pre-to-post.

It's essential that the director works in tandem with the cinematographer.

Commonly on ultra-low-spending shoots, the cinematographer would give the camera package and at times make a request to bring their own gaffer along. The procedure in which the shoot in the most part works is that the director would guide the DP the way that he want scene to look along and in turn the DP would set up the camera and lighting edges to influence his exact idea to work.

In spite of the fact that, earlier we talked about, this is basic that the cinematographer is going to provide the whole package of camera, you ought to dependably better to have a backup camera and lights, as Hollywood awfulness stories flourish.

The next crew member supporting to the director and whom the director require to assign is his assistant director. The AD is



imperative to keeping up arrange on the set. S/he should be responsible to assure that cast and group are on the whole mindful of what they have to do every day. Planning call sheets, checking personnel, keeping the director and producer mindful of any issues that no one but they can comprehend and dealing with coordination are all piece of the AD's occupation.

The gaffer is considered to be the lighting head and s/he'll work intimately with the photography director to ensure that the lighting is in accord to the director's preference. Afresh, if the DP has some person that he genuinely lean towards working with, you should undoubtedly get that gaffer; generally, the director undoubtedly will be the best individual to enlist this position.

Another imperative part to appoint is of content director. A content director will be the individual who guarantees congruity and without progression, you are taking a gander at genuine inconvenience as reshoots and those are about the scariest thing that you can have happen. In view of precisely how vital this is, if you could not utilize a script supervisor while shooting, you would be asking for catastrophe.

A great script supervisor would maintain a record of an expansive folio that could be utilized to think of his/her notes and also for making notes on each shot. S/he will likewise be the person ensuring that each scene should get shot and that the clapperboard operator should have each scene and take composed legitimately on the clapper. S/he must ensure that each and every thing is set up starting with one shot then onto the next, from the performing artists' makeup to the props to the lighting point. A few directors have a feeling that they needn't bother with a script supervisor. As they are off-base.

Since audio is equally vital as visual, great production sound mixer ought to go with each video made by you. The PSM would be working with the boom mic holder and deal with entire mics, and also the audio blender. Likewise you may require an after production sound individual, known as the sound designer, so before enlisting your sound mixer, ensure that he's accessible for that work, or discover another person will's identity ready to.



Notwithstanding, it would be wise to have the post-audio person on set, so if your PSM can likewise work post, you're brilliant!

Similarly each armed force requires privates, each set requires production colleagues! For proceeding with the armed force relationship: it's always better to have more PAs — until your set has PAs stumbling, at that point you'll need to send a few people home. Utilize your PAs for doing all the little assignments in and around the set that would somehow or another engage your key work force and keep them occupied with doing errands that are underneath them. A few cases would incorporate:

- Taping down wires
- Operating the clapperboard
- Getting model discharges marked
- Checking mics
- Standing in for on-screen characters amid sound and lighting checks

Likewise, you need to do the best for shielding them from hoarding the services table of the craft. We've all needed to work with PAs who assume that it was requested only for them.

On the off chance that you are shooting individuals, and it's practically sure that you will be, you should utilize no less than one individual, talented for doing perfect hair and makeup; ideally somebody able to comprehend the distinction among "genuine" makeup and film/video makeup. Along these lines, there will be someone to comprehend what should be ideal, and what should be avoided depending on the lights of the surroundings. Regardless of the possibility that you're running a zero-spending production, please make a special effort to be prepared to pay your MUA a "pack charge" on the grounds that a decent craftsman will convey her own apparatuses to your shoot. S/he should get something back for his/her project. In case it is viewed as that the creation adequately critical to enroll hair and cosmetics, review that more entertainers in a scene thinks about to more beauticians. It's more affordable and more secure to have MUAs staying around after the shot begins than to have entertainers in



full cosmetics holding up for substitute on-screen characters to get readied for the scene – it in like manner shields the on-screen characters from mutinying on the set — not beautiful. Once you've gotten your lead beautician, work with him/her on what number of people s/he'll need to help and look for him/her recommendation to contracting partners.

People don't learn hair and cosmetic makeup in a vacuum; they know a great deal of others and they should know who can trim it and who can't!

In small productions, producer might deal with the costume and, props however as a rule, it's best to enlist maybe a couple people to deal with these undertakings. Lot of costume or fashion designers additionally make great props experts, hence you need to regularly spare compensation on the off chance that you get the ideal individual to deal with both.

When you complete the process of movie making, then you require a video editor. At times editor is an indistinguishable individual from the director, yet in the event that it's not, s/he needs to work with the director for ensuring that the last item suffice perfectly to the director's vision. A few editors are equipped for including special effects and colour correction and cutting the film — and some are most certainly not. In the event that you discover an editor, great for making the cuts, yet not including, essential subtleties required incredibly to the last item, at that point you'll presumably need to procure somebody to include those completing touches, too.

Unless your shoot will be little and short, you ought to likewise employ for security and safety. If it's a large project or set with many individuals, than you require the larger security personnel. Guarantee that the security faculty are faithful and can be relied upon, so either employ known persons, or friend or pay them well.

Another critical note: if the production incorporates stunts, you should incorporate an accomplished stunt coordinator and make certain to convey at any rate \$1,000,000 protection and have EMS close by. Stunts regularly turn out badly and lawyers love to sue.



Of the positions delineated above, you ought to request a demo reel from the going with people:

- Producer
- Director
- Assistant Director
- Cinematographer/DP
- Gaffer
- Hair, Makeup
- Wardrobe, Props
- Script Supervisor
- Production Sound Manager
- Editor

Where and How to discover Crew:

While contracting the crew, your principle objective should be to choose the capable individuals who could work as per the requirement. Who do you coexist together with best? Similar individuals who will have your best advantages on the most fundamental level — companions and (here and there) family. The enormous focal points are that you comprehend what's in store of these individuals, with the goal so that you do not hurl them in a tight spot, and their work will be trashy — in light of the fact that they need your project to be successful.. The disservice is that most likely they may not be exceptionally experienced, so make certain not to give them positions that they can't manage..

A) Online Resources

How about we begin with the self-evident. Assets incorporate www.Mandy.com, www.Backstage.com www.Variety.com and www.Craigslist.org. All these have free occupation postings, despite the fact that you need to agree to accept most. One other issue is that contracting Below-the-Line team is exceptionally troublesome. A large number



of these individuals are just in it for the cash, so in case if they are not offered a union scale, they'll be outraged and, as opposed to disregarding your advertisement, signal it with the goal that your impeccably authentic promotion will get erased numerous times each day. This may not be genuine when searching for producers and directors.

Once you've gotten your team, it's an inconceivable arrangement to have no under two sessions in the midst of pre-production to go over basic information. While conducting these gatherings, discover how well the group coexists with each other; this should demonstrate to you how well they'll cooperate. On the off chance that somebody is acting diva-like or you notice a contention fermenting, right now is an ideal opportunity to make a move. The motion picture's production may just last half a month, yet they will be serious, regularly 12-hours-per-day, so you don't need strife.

B) Disconnected Resources

Film schools!

In the event that while, searching for individuals who should happily work for credit — and perhaps a couple of bucks to enable them to work more proficiently — and will's identity anxious and imaginative, the best place to meet your majority requirement of your movie is the nearby film schools. This likewise an awesome place to choose performers and after production help — and here and there altering offices, as well.

While visiting a set is an awesome approach to pick off group, yet don't hope to procure the division heads in case the motion picture does not have a huge spending plan. Rather, get the opportunity to be companions with their collaborators and, on the off chance that you were successful to make them agree, offer a position to them as the office head in your next film. They would not expect an indistinguishable pay from the division head on a bigger film, however they would be anxious to get nearer to their objectives and eager to have the title and the obligation.



Film Commissions

Most states and significant urban communities have a film commission and their employment is to motivate you to film in their general vicinity, such that they would be extremely eager to do the job with you, even as a learner film maker. Even they will be additionally prone to have free employment postings on their sites. While shooting in Philadelphia, I swung to www.film.org and they were brilliantly useful, despite the fact that our productions were little! These are on the whole awesome assets. Do a scan for the film commission in your state or district; it's certainly justified regardless of the exertion.

C) From Network!

In case you're not kidding about getting into the business, you've heard every one of the three of those words previously. That is on the grounds that they're valid. Systems administration is the way to making it in this industry. Regardless of whether you're searching for official producers to fund your film, on-screen characters, producers or PAs, you have to meet similar individuals who are likewise searching for a break in the business — or for those who've effectively made it. While organizing, recall that the general population whom you meet likewise know other individuals. Suppose you got to meet with the camera director and you figure out how to believe her capacities and aptitudes; however you're not searching for a DP on your forthcoming shoot. In spite of the fact that you should not have to enlist her, she could be the person who could prescribe an incredible gaffer, so ask her sentiment. Quality references in this industry are unadulterated gold!

Above the-Line versus Below the-Line

Some individuals inside the business are there who trust that "above the Line" is a disparaging term; it isn't. The "line" alludes to how a team part gets paid. The individuals who are "above the line" get paid a straight pay that depends on just two elements: spending plan and position. Keeping in mind the end goal to enhance their compensation, individuals in BtL positions need to work their way up to motion pictures with bigger spending plans.



The individuals who work "over the line" get paid by the financial plan and the measure of cash that the venture acquires, alongside their experience/aptitudes. When you have paid your contribution by chipping away at bring down spending productions, you will begin getting notoriety. In the event that it's a decent rep — and you've organized legitimately — you will be made a request to take a shot at higher-spending films. The best directors and producers make a huge number of dollars per film since they are normally paid in "focuses," which is a level of the film (one point = one percent). In the event that the film slumps, the AtL individuals won't make much else besides their base pay, however in the event that it's a win, these are the people who receive the money related rewards. In spite of the fact that not specified in the article, the screenwriter is likewise an "over the line" individual.

Be that as it may you make your living in the business, organizing is constantly essential. No different business is as communitarian as making films, so keep your name, face and notoriety out there.

All the above positions we talked about till now, let's see their breakdown according to the area where they fit:

Over the Line

- Director
- Production Manager
- Producer

Below the Line

- Cinematographer
- Script Supervisor
- Production Sound Mixer
- Assistant Director
- Gaffer
- Hair, Makeup
- Wardrobe, Props
- Stunt organizer



- Editor
- PA

In spite of the fact that these positions are "below the line," the best cinematographers, editors, costume, hair and makeup men and stunt coordinators are paid high compensations.

Unit summary



Summary

In this unit you learnt the key people and their part and duty in the pre-production stage. Every one's part is exceptionally one of a kind and testing in the film production. Other than that you have learnt that how to design the production, enlist the gear, scout the location for filming.

Assignment



Assignment

First visit your favourite location. Note down the facilities available there on a notepad. Go to a equipment hiring centre and list out the equipments you want to hire for your production. Selects few characters from your college and neighbours.

Assessment



Assessment

- Discuss the role of producer in Film/video making?
- Who is responsible for all the expenditure in the shooting?
- Who is known as the captain of the ship?
- Describe the role of music director in Indian film industry.
- Briefly discuss the works of a production coordinator.
- Write down the three categories of people worked for film making.
- What is the role of visual effects supervisor in the pre-production stage of film making?

Resources

- <https://www.sokanu.com/careers/lyricist/>
- <https://www.futurelearn.com/>
- <http://www.thevideoeffect.tv/>
- https://en.wikipedia.org/wiki/Main_Page
- <https://www.prospects.ac.uk/job-profiles/production-designer-theatre-television-film/>
- <https://www.videomaker.com/>



Odisha State Open University



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AUDIO VISUAL PRODUCTION

Video Production (Production)



Diploma in
Multimedia and Animation (DMA)

DMA-05
BLOCK-3

Audio Visual Production

Block – III: Video Production (Production)



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Audio Visual Production

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Course Overview

Welcome to Video-Production

Video production is an entry-level course that will serve as an introduction to basic video/film/audio production. The goal of the course is for the student to develop the ability to capture and audio relevant video images and audio, aspects and to be able to edit those elements into a harmonised and meaningful programme or film. This process involves shooting, composition, lighting, audio recording, editing and much more. Upon completion of this training production training course, students will gain a basic understanding of principles, techniques and essential elements of video production.

Most important, the course will provide an opportunity for you to create a variety of video productions, allowing you to express personal creativity while developing the ability to conceptualize story, idea, send effectively translate these ideas into captivating visual forms.

Know your Equipment

Starting from the early days of analogue production to present digital era, the standard and quality of equipment may have varied but the basic process is almost the same. As we all are aware that the starting process is filming your subject, and this filming or shooting is carried out by a camera. So this unit of the course is dedicated to make you familiar to your shooting device.

Lights and Camera Support

The light creates images on the sensor of the camera through lenses. The light condition decides the quality of images that will be formed so it should always be kept in mind as to how to use the light according to our needs. The camera supports such as tripods, trolleys, rigs also are an important part of camera



handling. The other camera equipment creates different kind of effect in the image capturing process.

Clapboard & Sound Equipment

After camera and lights, clapboards, various audio equipments and field monitors are the necessities for proper and systematic production. These devices have evolved during course of time and change of technology.

Blocking & Rehearsal

Proper camera placement, proper lighting and proper rehearsal of subject could lead to a good production material. In case of fiction shoot it is advisable to rehearse your subject more and more so as to give perfect shot in less number of takes.

Course outcomes



Outcomes

Upon completion of Video-Production you will be able to:

- Learn to operate a Film/video camera.
- Capture well composed video images.
- Capture great quality sound.
- Edit video and audio into a compelling story.

Timeframe



How long?

This course will be completed within “2” classes.

This course is of “1” credits.

4 Hours of study time is required to complete this unit.



Study skills



Learning about the audio visual productions are a part of Multimedia Coaching. But, when it comes to creation of an output, there is no specific ABC formula for doing so. It is just like a painting in which the artists choose the colour and proportion according to the need, not as per a written plan.

In creating outputs for TV, Films etc. we have to utilize the software tools from one corner to another randomly. So for every project, the formula is different. There is no fixed recipe for all kind of output. So, the more and more you learn about the options, more variety you will get. Each and every option is explained step by step in the course material.

Apart from this course material, the learner has to adopt the tendency of learning from multiple sources i.e.,

- Internet tutorials
- Video tutorials on youtube
- Collaboration with people working in the industry etc.

Only classroom study will not make you a professional. You have to be active to grab the opportunity of learning wherever you get a chance.

Need help?



Help

In case of any help needed you can browse the internet sites like [youtube.com](https://www.youtube.com) for video tutorials about the subject.

Assignments



Assignments

There will be some assignments at the end of each unit.

These assignments are mostly practical based and should be submitted in CD or DVD. Theoretical assignments are to be submitted neatly written on A4 size sheet.

All assignments will be submitted to respective study centre of Odisha State Open University or as directed by Co-ordinator.

All assignment should be unit wise on separate CD/DVDs clearly mentioning course title and unit on Top. Theoretical Assignment will be neatly filed or spiral bind with cover clearly mentioning necessary information of course.

Assessments



Assessments

There will be “1” assessment for each unit.

All practical assessment will be submitted to OSOU.

Assessment will take place once at the end of each unit.

Learner will be allowed to complete the assessment within stipulated time frame given by the university.



















Getting around this Course material

Margin icons

While working through this Course material you will notice the frequent use of margin icons. These icons serve to “signpost” a particular piece of text, a new task or change in activity; they have been included to help you to find your way around this Course material.

A complete icon set is shown below. We suggest that you familiarize yourself with the icons and their meaning before starting your study.

			
Activity	Assessment	Assignment	Case study
			
Discussion	Group activity	Help	Note it!
			
Outcomes	Reading	Reflection	Study skills
			
Summary	Terminology	Time	Tip



Unit-1

Know your Equipment

Introduction

Every video production starts with a camera and ends on an editing table. Starting from the early days of analogue production to present digital era the standard and quality of equipment may have varied but the basic process is almost the same. As we all are aware that the starting process is filming your subject, and this filming or shooting is carried out by a camera. So this unit of the course is dedicated to make you familiar to your shooting device. You will be going through a full on theory and practical knowledge of various kind of cameras presently used in field. You will come across varieties of terminologies and use of the buttons of the cameras.

Outcomes

Upon completion of this unit you will be able to:



Outcomes

- Learn to operate a video camera
- Differentiate between types of camera used for shooting.
- Describe the Lens.
- Explain the characteristics of DSLR Camera.

Terminology



Terminology

Lens:	A transparent material which have at least one side spherical.
Camera:	A dark box with a hole to capture the image.
Filming:	The process of shooting a film.



Cameras and accessories

Camera is the first gateway to the world of filmmaking or video production. A camera is a dark box with a lens and a small opening for the light to enter. But the very first camera did not have a lens. Unbelievable! Yes the pinhole camera was the very first still camera to portray an image on a wall of a dark room just through a tiny hole. Such is the magical world of cameras or you can say you can create magic with light through cameras in your hand. In this course you will be having hands on knowledge on various types of cameras. Starting from regular video cameras to the still cameras which are also used for shooting video images Along with it the accessories required with a camera such as use of different kinds of lenses and tripods, trolleys, cranes, dolly, rigs and jimmy are also covered in this part.

Different types of cameras

The most common camera types used by professionals and semi-professionals are analogue and digital cameras.

Analogue Camera

The analogue cameras work on the principle of magnetic recording system. It converts the light images into magnetic information.

The two presently used analogue cameras are DVCAM and BETACAM

DVCAM

DVCAM is a variation of the DV format developed by Sony with an aim to function at the semi-professional and lower-end professional market. **DVCAM** uses the tape format for recording images. Sony HVR-Z7U is commonly used for this format. HD cameras record the pictures and sounds on the hard disc only.



Title-DV Camera

Attribution-CHIN.DENG

Source-Flickr

Link-https://commons.wikimedia.org/wiki/File:Sony_HVR-V1U_3CMOS_1080p_HDV_Camcorder.jpg

BETACAM

BETACAM is a higher version of tape based image recording device designed by Sony for professionals with a half inch cassette. The image recorded and produced by BETACAM are superior in quality compared to DVCAM.



Title-Betacam

Attribution-Ubcule

Link-https://commons.wikimedia.org/wiki/File:Betacam_SP_camera.jpg

Digital cameras

The digital cameras work on the principle of pixels recording system. The light images are converted into pixels form on the recording device.

Now coming to the digital world of cameras we have a number of options to try with. Starting from daily use smartphones to highly sophisticated chip based cameras its so easy and fun to work with

and bring out your creativity. The various digital cameras are cinema cameras like RED, BLACKMAGIC, ARRI, then the studio and broadcast cameras, and the familiar camcorders, the newly popular mirrorless and DSLR cameras and nonetheless our mate in our pocket i.e.our cell phones.

RED

The RED camera is a 4K digital cinema camera. It is initially aimed at Cinema style shooting, meaning that it is in many ways like a traditional film camera. It uses traditional film lenses and other film hardware including matte boxes and follow focus systems. But instead of shooting film it shoots digitally means it records images on harddisks or digital storage devices. The RED camera comes in different models like ONE, EPIC, SCARLET



Title-RED 4K digital Cinema Camera

Attribution-Roge

Source-<https://www.flickr.com/photos/roge/1428969022/>

Link-https://commons.wikimedia.org/wiki/File:Red_EPIC_camera.jpg

H.D. Cameras – These are High Dimensions Cameras presently used in various shootings without the necessity of inserting DVD's or cassettes.

Blackmagic

Black magic is an Australian digital cinema company. Like RED camera it is also a direct shoot and record camera. It provides aincomparable range of lenses compatibility. It also comes with an advantage that the



Company provides an editing platform to support easy editing of the recorded materials. It comes in 2K, 4K and 8K variants.



Title-Blackmagic Design Cinema Camera
Attribution-Morio

Link-

https://commons.wikimedia.org/wiki/File:2012_Blackmagic_Cinema_Camera_front_2013_CP%2B.jpg

ARRI ALEXA

ARRI ALEXA , a very familiar name among film makers aims at high class video image production. ARRI who was first into celluloid film cameras manufacturing came up with a digital version to cope up with the market with ALEXA model. This is the first camera of the Alexa product family. The ARRI ALEXA's CMOS Super-35mm sensor is rated at 2.8K and ISO 800. That sensitivity allows the camera to see a full seven stops of over exposure and another seven stops of underexposure, an unprecedented Dynamic Range. To take advantage of this, ARRI offers both industry-standard REC709 HD video output as well as the Log-C mode that shows the entire range of the chip's sensitivity, allowing for an extreme range of colour correction options in post. It is used mostly in shooting films along with studio shoots and commercials.



Title-ARRI ALEXA Camera

Attribution-ARRI AG

Link-

https://commons.wikimedia.org/wiki/File:ARRI_ALEXA_SXT_Plus.jpg

Camcorders

The camcorders are the most user friendly device that can be operated by almost anyone. The semi-professional camcorders like Sony PWM and Panasonic P2 series are in regular use nowadays mostly in news and documentary shoot sectors.



Title-Panasonic Camcorder

Attribution-Mkunert

Link-<https://commons.wikimedia.org/wiki/File:Panasonic-AF100.jpg>

The ease of working and budget affordability makes it a first choice. The HD quality video images produced without any extra lights are its plus points. One can just point and shoot with these cameras.

Mirrorless & DSLR Cameras

In last few years the DSLR cameras have evolved as a handy medium of capturing still as well as video images simultaneously. The DSLR cameras which were thought to be only still cameras are now a very effective video capturing device too.



Title-Canon DSLR Camera

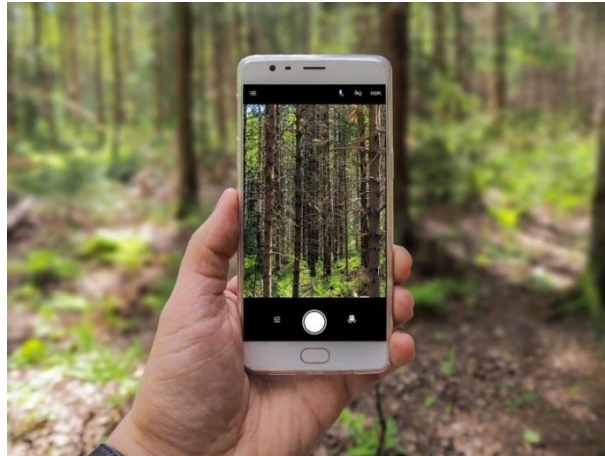
Attribution-Maksim Sidorov

Link-https://commons.wikimedia.org/wiki/File:Canon_EOS_60D_01.jpg

The qualities of images captured are very high and nowadays most DSLR are providing 1080 pixel quality video images. So any amateur can also shoot great images with much ease. The mirror less cameras are the same as DSLR but in the place of a mirror it comes with a sensor which decides how much light information to catch for the image. Canon 5D, Nikon D750 is most popular players. These cameras like other professional cameras come with interchangeable lenses required for different needs.

Smart Phones

The present day Smartphone's , the one device which replaced almost all other gadgets which used to serve our daily needs starting from clock to compass and T.V to radio has now also evolved as a replacement to the cameras. The everyday developments in Smartphone technology has made Smartphone so capable of filming still and videos that people are now shooting films with them. Pocket friendly device loaded with 20-30 megapixel camera and sensor are the most effective device for shooting. Nowadays editing can also be done on a Smartphone.



Title-Smartphone Camera

Attribution-EsaRiutta

Link-<https://pixabay.com/en/phone-photography-shot-forest-2405253/>

Most Important- Whether indoor or outdoor recording, it is extremely essential to have a white balancing, just before the shooting.

Camera Accessories

Now you are fully aware of different types of cameras, it's now time that you also get to know about other accessories that are required for smooth and better shooting experience. Most of the compatible accessories come along with the camera itself. The accessories required with a camera such as use of different kinds of lenses and tripods, trolleys, cranes, dolly, rigs and jimmy are also covered in this part.

There are other accessories which are available in the market. The main accessories required for camera operation are lens, battery, microphone, tapes and micro cards or hard disks, headphones.

Lens

Lens is the eye of the camera. The light after falling upon the target subject enters through the lens and produces the image on the image plane. The lens contains an iris which controls the amount of light. The lens is mainly categorized as fixed lens, telephoto lens wide angle lens and normal lens.



Fixed Lens / Block Lens

A fixed lens also known as block lens and also referred as prime lens. The fixed focal length lens (FFL) has a focal length that is not adjustable. Photographers are unable to zoom in and out on a particular subject when using a prime lens. In other words we shoot what our normal eyes see from the specific position. Mostly the block lenses are available in 50mm and 85mm focal length.



Title-Lens

Attribution-[fernandozhiminaicela](https://www.pixabay.com/en/fernandozhiminaicela)

Link-<https://pixabay.com/en/lens-camera-round-technology-team-3095743/>

Telephoto lens

A telephoto lens is called so because it brings distant objects nearer to us through zooming on it. A telephoto or zoom lens is made up of number of lenses which helps the cameraman to zoom in or zoom out on a subject while not physically moving but still concentrating on the subject from a fixed point. The lenses with a focal length above 100mm are known as zoom lens. They may come up to 135-300mm.



Title-Telephoto Lens

Attribution-[allupinc](https://www.pixabay.com/en/allupinc)

Link-<https://pixabay.com/en/sony-a7r-camera-mirrorless-dslr-1328082/>

Wide angle lens

In photography and cinematography, a wide-angle lens refers to a lens whose focal length is substantially smaller than the focal length of a normal lens for a given film plane. This type of lens allows more of the scene to be included in the photograph, which is useful in architectural, interior and landscape photography where the photographer may not be able to move farther from the scene to photograph it.

Another use is where the photographer wishes to emphasise the difference in size or distance between objects in the foreground and the background; nearby objects appear very large and objects at a moderate distance appear small and far away.



Title-Wide angleLens

Attribution-Capri23auto

Link-<https://pixabay.com/en/lens-wide-angle-tokina-photograph-2115686/>

Specialist lenses

Other than these 3 types of lenses some lenses come with multi-function such as super telephoto, macro and fisheye shooting modes. They are collectively called specialist lens. Their zoom range may vary from 5mm-2000mm.



Title-SpecialistLens



Attribution-Monoar

Link-<https://pixabay.com/en/camera-lense-photography-zoom-1272791/>

Tapes and Storage device

Depending on the cameras the images captured are recorded on tapes and digital storage devices such as memory cards and solid state hard disks. The analogue cameras usually use various kinds of tapes whereas digital cameras use digital recording mediums.

Tapes

The tapes used in video cameras are magnetic tapes on which the images shot are recorded using a rolling magnetic head which writes the visual and audio information on the tapes. There are two types of tapes mostly used in shooting which are quarter inch and half inch tapes, otherwise known as DV tape and BETA tape.

DVcam Sony's variant of the DV (Digital Video) format. Developed for professional use, DVCAM improves quality by increasing the tape speed and track pitch. The increased track size uses more tape because DV tracks are recorded on the diagonal.

In addition, it "locks the audio," which prevents the audio from drifting out of sync with the video. DVCAM uses the same metal evaporated (ME) tape as does DV and DVCAM cassettes can be played in DVCAM and DVCPRO tape decks. DVCAM VTRs can also play and record DV cassettes.



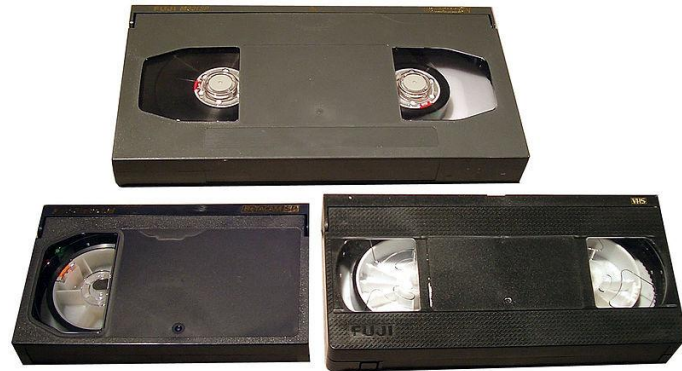
Title-Video tapes

Attribution-Grm wnr

Link-https://commons.wikimedia.org/wiki/File:DV_tape_sizes_2.jpg

Betacam is a high-quality videotape technology introduced by Sony

in 1982. Betacam evolved from Sony's Betamax consumer format, but with a large increase in tape speed and using component video signal separation rather than composite video. Betacam was designed for professional TV recording.



Title-Beta tapes

Attribution-Grm wnr

Link-https://commons.wikimedia.org/wiki/File:Beta_tape_sizes_2.jpg

Digital Storage Devices

Most of the present day digital cameras starting from point and shoot to highly professional filmmaking cameras use digital devices to store recorded visual and audio materials as files in pixel formats. These devices are categorized as solid state hard disks and memory cards. These digital devices have an advantage that unwanted files can be deleted on the spot itself releasing more space for shoot and they are very sturdy as well as handy.



Title-Memory card

Attribution-Adryan R. Villanueva

Link-

[https://commons.wikimedia.org/wiki/File:Lexar_Professional_1000x_12_8GB_SDXC_UHS-II_Card_\(tidied\).jpg](https://commons.wikimedia.org/wiki/File:Lexar_Professional_1000x_12_8GB_SDXC_UHS-II_Card_(tidied).jpg)



Unit Summary



Summary

In this unit we learnt about the first basic equipment required for video production that is the camera. We also learnt about different types of camera. We also came across the other camera accessories such as lens, tapes and digital storage devices which are also required for video production.

Assignments



Assignments

- What is a camera?
- What are different types of camera depending on signal?
- What is the work of a lens?
- A camera can work without lens. True or false?
- Name the different type of lens.
- How mirror less camera is different from DSLR?
- What is the focal length of a fixed length?

Resources



Reading

Further reading:

- Mixing secrets for the small studio
Senior, Mike.
- Fundamentals of Digital Audio
Alan P. Kefauver and David Patschke
- Visual Studio 2013 Cookbook
Bruce Johnson
- Audio Effects Workshop
Geoffrey Francis
- How to shoot Video that doesn't suck
Stockman, Steve, 1958
- The Book of Audacity : record, edit, mix and master
with the free audio editor
Schroder, Carla



Unit 2

Lights and Camera Supports

Introduction

As we all know light is the main pivotal element behind photography or videography. The light creates images on the sensor of the camera through lenses. The light condition decides the quality of images that will be formed so it should always be kept in mind as to how to use the light according to our needs. Most of the cameras use available ambient light to record subject whereas some need extra artificial lights to create good images. The camera supports such as tripods, trolleys, rigs also are an important part of camera handling. The other camera equipment creates different kind of effect in the image capturing process. In this section you will come across some of these regular used lights and camera supports.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Learn about different kinds of lights & the source used in outdoor and indoor shoot.
- Learn about different light accessories used along with the lights for shoot.
- Learn about different kinds of camera supports used.

Terminology



Terminology

Gels:

A gel is a transparent material with different colours which filters the source light and adds to focal variety of effective shooting.

Fluorescent

A kind of lights used for shooting. It will

lights:	capable of generating up to 100 lumens per watt.
LED:	Light Emitting Diode.

Lights

As mentioned earlier the main factor for good images is good light condition. The lights are divided as natural and artificial depending on the source. The main source of natural light is sun whereas the artificial lights are manufactured according to the demand of intensity required. Some of the artificial lights used are soft lights, tungsten and hard lights. Some of the soft lights are fluorescent and LEDs

Fluorescent lights

A fluorescent lamp uses the excitement of low pressure mercury vapour to produce ultra-violet light, in turn causing a phosphor coating inside of the glass tube to glow radiating light in the visible spectrum.

A fluorescent light is much more efficient than an incandescent light, and is capable of generating up to 100 lumens per watt, similar to the output of HMI.



Title-Fluorescent light

Attribution- [Christian Taube](#)

Link-<https://commons.wikimedia.org/wiki/File:Leuchtstofflampen-ctaube050409.jpg>

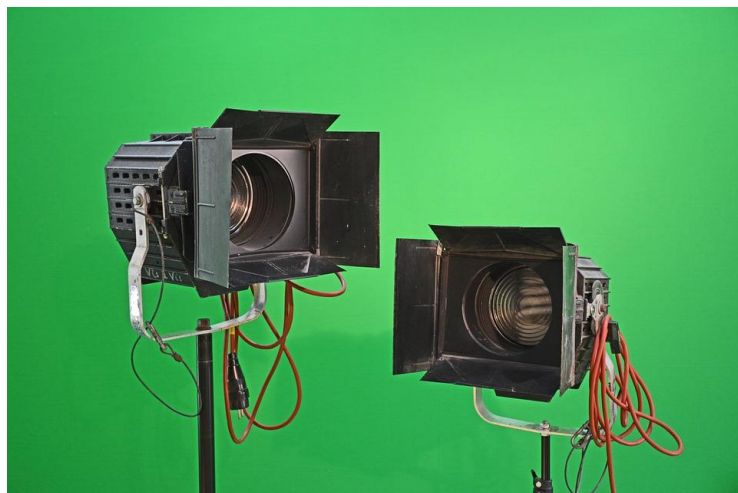


LED

LED stands for light emitting diode and is a solid-state semiconductor device. Only recently, LED's of sufficient power have become available to make practical LED film lighting possible. LED's are extremely efficient but are still limited in overall light output when compared to any of the other light sources.

LED lights can be daylight or tungsten balanced, sometimes switchable or having variable color temperature. Some have variable color through the entire RGB spectrum, which is something not possible with any other lighting technology. The CRI rating of LED lighting can be over 90.

Some of the hard lights are open face lights, Fresnel lights and HMI. These lights cast very hard intensity of light and shadow.



Title-LED light

Attribution-KlausHausmann

Link-<https://pixabay.com/en/spot-spots-spotlight-fresnel-lens-950389/>

Open Face lights

An open faced lighting fixture is used to create hard light that casts hard shadows. It is not much more than a housing and reflector for the bulb, and provides nothing in between the bulb and the subject.

The commonly known 800W "Redhead" and 2000W "Blonde" are examples of open faced video lights.



Title-Open face light

Attribution- [Openclipart-Vectors](https://www.openclipart-vectors.com/)

Link-<https://pixabay.com/en/stage-light-spotlight-light-stage-576008/>

Fresnel Lights

A Fresnel lens is a special type of lens which is divided into many concentric circles. It results in a much thinner lens compared to a conventional lens of the same power. This lens evenly throws out the light and allows for the beam to be varied from flood to spot, just by changing the distance between the lamp/reflector unit and the lens. It is also known as Baby lights.

HMI lights

HMI stands for **Hydrargyrum medium-arc iodide** and is a metal-halide gas discharge medium arc-length lamp.

A HMI bulb contains mercury vapour mixed with metal halides. An electrical arc between two electrodes excites the mercury vapour and metal halides resulting in a very high light output and luminous efficiency. HMI lamps are potentially functional between 85 and 108 lumens per watt, up to four times that of conventional incandescent lamps. It almost casts a light of intensity like daylight.

Another kind of light is tungsten/ halogen also known as solar lights. Tungsten light sources are basically related to the same type of incandescent filament bulbs which until recently were common in homes and offices everywhere. These lights lamps operate at a higher temperature than normal incandescent tungsten bulbs, and



so they can achieve a higher colour temperature, and higher luminous efficiency. They naturally produce a warm light, but blue colour correction gels can be used to simulate daylight.

Light Accessories

Just getting the appropriate lights while shooting is not enough, you may need some more materials to get the perfect lighting mood and condition. These are called light accessories such as barn doors, gels, cookie, diffuser, flag, umbrella, scrim, silk, reflector, black wrap.

Barn doors

Based on the terminology of video and film, barn doors are not utilized for corral farm animals. Consider them like leaves - 2 to 4 of such, as a rule. Now place the entryways before a light source. They would be seen everywhere in lights utilized for TV, film, or Broadway creations. They would be utilized to shape the light and keep it in a place based on your requirement and mask the other where it is not needed. The specialty is that the equipment is very handy and one won't feel tired on utilizing it. Know that the lights may become hot upon use – so in case if there is a requirement for adjusting the barn doors, utilize gloves before using it. On a creation, people generally forgot to wear gloves and simply move the barn doors - that is an awful thought. It controls the quantum of light turning out.

Gels

Gels are related with many names - so it may be referred as color filter, color gel, lighting gel or simply gel. Regardless of the name, each element performs the same task. Gel is a material that is transparent with a color. Gels are broadly utilized on photography shoots, photography shoots, theater productions, videography shoots and, obviously, in film production. These gels can also be utilized for correcting the color or adding colour to a scene for a dramatic impact. Thin sheets of polyester or polycarbonate are used to make these gels. These can be placed straightforwardly before the lights. Gels won't keep going forever; they blur or the greater part of them melt in view of the extreme warmth from the lights. It is used for colour balancing and bringing some dramatic effect.



Cookie

Cookie is basically a shape that is cut out and is put before a hard light. By hard light we mean a light which is small generally, and that can be focused and utilized to deliver shadows and highlights. So we can use these cut out shapes maybe abstract or geometrical place in front of the light to get such patterns in the background or foreground.

Diffuser

Similar to the gel, a diffuser is a translucent bit of material placed before a light for softening shadows and highlights. Likewise a diffuser is utilized to diminish contrast and to enhance the angle of beam. By contrast here we mean the differentiation among one intensity and another or among the lightest and darkest components of a scene. Diffused light means a light that comes via a diffuser. As compared to the hard uncovered light, the diffused light is more capable of creating softer shadows. It is utilized to lessen contrast.

Flag

Flag is called by different names by photographer such as siders, cutters or gobos. Basically its panel is opaque in nature due to which it is utilized to block light and shadow the subject, camera lens or the background. Likewise it can be utilized to hide lights within a scene.

Reflector

Reflectors are basically of two types. The former type is utilized for lightening the indoors. This reflector is bowl-shaped and is available in different sizes. Once in a while any hard white surfaced materials like thermocols are additionally utilized as reflectors. You can use this type of reflector to shape and intensify the light's beam. For outdoor use the second type reflector is used. These reflectors are basically used to redirect light. They are flat and coloured in white, silver or gold. It is used to redirect and intensify the light beam.



Title-Hand Reflector

Attribution-[Katie Chan](#)

Link-https://commons.wikimedia.org/wiki/File:Ex-Pro_42_inches_Photographic_Light_Reflector.JPG



Title-Light Meter

Attribution-[Wolfgang Lonien](#)

Source-[7dcp2185798-flash-meter](#)

Link-https://commons.wikimedia.org/wiki/File:Sekonic_L-308S_Flashmate_digital_light_meter.jpg

Another very important and useful device that is necessary for good and proper light intensity and that is **light meter** or **exposure meter**. This small device is used to detect the amount of light falling on the subject and adjust the light condition accordingly.

Camera Support

The camera supports are the equipments used to balance and operate the camera other than handheld. They help in smooth operation and creating camera motion effects. Some of these are known as tripods, trolleys, dolly, jibs and stabilizers etc.

Tripod

A tripod is a portable three-legged frame, used as a platform for supporting the weight and maintaining the stability of camera. Many a times cameraman uses heavy lenses which makes smooth camera operation difficult in handheld condition.



Title-Tripod

Link-<https://pixabay.com/en/tripod-camera-stand-photography-390902/>

The tripod serves the purpose. A tripod provides stability against downward forces and horizontal forces and movements about horizontal axes. It also gives proper level and balance to the camera.

Trolleys or Dolly

A **camera dolly** is a wheeled cart or similar device used in filmmaking and television production to create smooth horizontal camera movements. The camera is mounted to the



dolly and the camera operator and camera assistant usually ride on the dolly to push the dolly back and forth. The camera dolly is generally used to produce images which involve moving the camera toward or away from a subject while the camera is moving, a technique known as a "dolly shot."



Title-Round trolley

Attribution-[Dan aka jack](#)

Link-https://commons.wikimedia.org/wiki/File:Production_still.jpg

Studio dollies are large and stable and can feature hydraulics. These are the first choice for studio, backlot and location shoots when using professional cameras. A studio dolly usually needs a specialized operator called a "dolly grip", and many are built for the camera operator to ride on the dolly with the camera.

Lightweight dolly systems are simpler, affordable and are best used with lighter-weight cameras. Lightweight systems are usually favoured by independent filmmakers and students because they are easier to carry and operate. These dollies support only the camera, and the operator needs to move alongside. Some lightweight dollies are small enough to be carried in a backpack. Most of the dolly tracks are either straight or circular and semi-circular.

Cranes / Jibs

In filmmaking and video production, a **crane shot** is a shot taken by a camera on a moving crane or jib. Most cranes accommodate both the camera and an operator, but some can be moved

by remote control. Camera cranes go back to the dawn of movie-making, and were frequently used in silent films to enhance the epic nature of large sets and massive crowds. Another use is to move up and away from the actors, a common way of ending a movie.

Crane shots are often found in what are supposed to be emotional or suspenseful scenes. A boom arm helps to move it around easily between ordinary setups.



Title-Crane

Attribution-[Vssun](#)

Link-

https://commons.wikimedia.org/wiki/File:Film_Shooting_From_a_Crane.jpg

The traditional design provided seats for both the director and the camera operator, and sometimes a third seat for the cinematographer as well. Large weights on the back of the crane compensate for the weight of the people riding the crane and must be adjusted carefully to avoid the possibility of accidents. During the 1960s, the tallest crane was the Chapman Titan crane, a massive design over 20 feet high that won an Academy Scientific & Engineering award. Most such cranes were manually operated, requiring an experienced boom operator who knew how to vertically raise, lower, and "crab" the camera alongside actors while the crane platform rolled on separate tracks. The crane operator and camera operator had to precisely coordinate their moves so that focus, pan, and camera position all



started and stopped at the same time, requiring great skill and rehearsal. Present day jibs are remote operated and much easier to use as it allows the access to any height and direction.

Rigs / Stabilizers

A rig is a modular piece of equipment used to extend the usefulness of a camera, whether through accommodating additional shooting styles, allowing for additional gear to be mounted safely, or for smoothing out the motion of the shot. To simplify rig is an equipment which not only gives support to camera but also could include additional gears such as microphone and viewfinder monitor. Most of the rigs are attached to body such as steadycam or shoulder rigs as it stabilizes the camera movement while handheld.



Title-Steadycam

Link-

https://commons.wikimedia.org/wiki/File:Steadycam_Operator_John_Fry_with_Master_Steadycam_%26_Arri_Alexa_camera.jpg

Unit summary



Summary

In this unit we learnt about different kind of professional and semi-professional lights that are used in day to day shooting or production. Along with the accessories used for various lighting conditions we also learnt about various camera supports such as dolly, jibs and rigs. We can decide which kind of light and camera support we can use according to our shot design.

Assessment



Assessment

- What is a camera?
- What are different types of cameras depending on signal?
- What is the function of lens?
- A Camera can work without lens. True and False?
- Name different types of lens.
- How mirror less camera is different from DSLR?
- What is the focal length of a fixed length?

Resources



Reading

Further reading:

- Mixing secrets for the small studio
Senior, Mike.
- Fundamentals of Digital Audio
Alan P. Kefauver and David Patschke
- Visual Studio 2013 Cookbook
Bruce Johnson
- Audio Effects Workshop
Geoffrey Francis
- How to shoot Video that doesn't suck
Stockman, Steve, 1958
- The Book of Audacity : record, edit, mix and master
with the free audio editor
Schroder, Carla



Unit 3

Clapboard & Sound Equipment

Introduction

This unit introduces you to the functionality of clapboards, various audio equipments and field monitors. After camera and lights these are the necessities for proper and systematic production. These devices have evolved during course of time and change of technology.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Identify various types of clapboards and their use.
- Identify different sound/audio equipments.
- Plan for audio recording.
- Choose different kind of field monitors.

Terminology



Terminology

Clapboard:

Clapboard is a hinged slate used for proper marking and description of the visuals.

Time Code:

Time Code is the digital marking of the tape or celluloid depending upon the length of time it is shot.

Microphone:

Microphone is an electromagnetic device used to convert sound energy to electrical energy.

Clapboards

Clapboard also called clapperboard is a device used in filmmaking and video production to assist in the synchronizing of picture and sound, and to designate and mark particular scenes and takes recorded during a production. The sharp "clap" noise that the clapperboard makes can be identified easily on the audio track, and the shutting of the clapstick can be identified easily on the separate visual track. The two tracks can then be precisely synchronised by matching the sound and movement. It is kind of a slate on which the production name, name of director, production title, scene, shot and takes are depicted. There are commonly two kinds of clapboards in use i.e. traditional and digital.

Historical Background of Clapperboards

The clapper board was invented sometime during the early 1920's. Sound was just being introduced to film, and film makers needed a way to synchronize sound with film. Striking the sticks would create a clap sound that would be recorded and later synchronized with the visual film allowing the picture and sound to run in sync. Clappers are still in use today and have become an historic symbol of the motion picture industry. However latest improvisations have brought about, novel methods as substitute to clapboards.

Traditional Clapboards

In the early days of film making, one person would hold a slate for the camera with the scene information, while another clapped two hinged sticks together in front of the camera. The combination of the two into one unit made it possible for one person to perform both tasks.



Title-Clapboard

Attribution- [OpenClipart-Vectors](#)

Link-<https://pixabay.com/en/clapperboard-clapper-clapboard-146180/>



If each scene is tagged at the moment of filming with sufficient identifying information in both visual and audio form, then the film editor does not need to waste time guessing which film clips go with which audio recordings?

Digital clapboards

Digital clapboards are also known as Digislates. The electronic clapperboard is now the default for large film production sets and its main purpose is to transpose a digital timecode onto the clapperboard to communicate to the post-production staff. This allows for a direct connection between production and post-production so that the process can be streamlined and organized for very large-scale projects. You may also find electronic clapperboards that provide even more digital information, often costing up to a few hundred dollars. In general, you are going to find that the standard reflects a traditional clapperboard with the timecode for coordination, but if too much information has to be entered in without writing, it is not as responsive to the set.



Title-DigitalClapboard

Attribution- [Octave.H](#)

Link-

https://ca.wikipedia.org/wiki/Claqueta#/media/File:Digital_clapperboard.jpg

The newest wave of the digital clapperboard is in the form of mobile apps, usually for the Apple iPad. Because of the iPad's physical structure it can reflect the relative size and dimensions of



the clapperboard through the touch screen. Here you enter in the scene information directly as digital information that is then listed on the image of the clapperboard, and then the actual clap used for syncing sound can be done with a graphical imitation of the clap or a substitute like a bright whiteflash.

Sound Equipment

In the field of video production or filmmaking the role of sound or audio is as important as video or visuals. There are different kinds of sound around us which we come across in our daily life. Like the camera is used to video images, special instruments called microphone are used to record these sounds. Though innovation changes every single year, one thing is always constant: the sound is similarly as vital as the visual. Regardless of how inventive and highly executed the video part of the production might be, and wherever it may be posted on YouTube, copied to a DVD or shows up on a major, small or portable screen, the watcher's experience can be absolutely destroyed by dull sound. A more noteworthy degree than a great many people acknowledge, audio could "make or break" any video or movie venture.

In the realm of expert sound for-video and sound for-movie, The first thing, is the catch, recording, and playback procedures are normally taken care of by various bits of hardware. Secondly, there is an extra transitional stage in which the sound is altered to dispose of errors or fit a specific time limitation, handled to improve quality of the audio, and organized to match a specific deployment medium, for example, online video or DVD.

In the following section we will come across the equipment which are used for recording and reproduction of sound.

Microphones

Microphones or mic are the device used to catch sound waves and amplify them. An exceptionally fundamental need is filled by the microphones i.e.: conversion of acoustic energy (sound) to electrical energy by the electromagnetic process. The sound waves are converted into an audio signal by them such that the product can be recorded, edited, deployed, and amplified for playback. As the microphone's function is that general, that one may inquire as



to why there are such a large number of various types of microphones. This is on the grounds that a few sorts of amplifiers are more qualified to specific uses than others, similarly as a few cameras are more qualified for use on a tripod in a sufficiently bright studio whereas others are better for handheld use with accessible light. Some microphones are used to record voice while some are used to capture the ambient sounds. If one is familiar with the different types of microphones then one can use them to get the best effect, the productions will start sounding more professional. The microphones are mainly categorized upon their directionality i.e. in which the sound waves they can capture.

In order to speak to larger groups of people, a need arose to increase the volume of the human voice. The earliest devices used to achieve this were acoustic megaphones. Some of the first examples, from fifth century BC Greece, were theatre masks with horn-shaped mouth openings that acoustically amplified the voice of actors in amphitheatres. In 1665, the English physicist Robert Hooke was the first to experiment with a medium other than air with the invention of the "lovers' telephone" made of stretched wire with a cup attached at each end.

German inventor Johann Philipp Reis designed an early sound transmitter that used a metallic strip attached to a vibrating membrane that would produce intermittent current. Better results were achieved with the "liquid transmitter" design in Scottish-American Alexander Graham Bell's telephone of 1876 – the diaphragm was attached to a conductive rod in an acid solution. These systems, however, gave a very poor sound quality. David Edward Hughes invented a carbon microphone in the 1870s.

The first microphone that enabled proper voice telephony was the (loose-contact) carbon microphone. This was independently developed by David Edward Hughes in England and Emile Berliner and Thomas Edison in the US. Thomas Edison refined the carbon microphone into his carbon-button transmitter of 1886. This microphone was employed at the first ever radio broadcast, a performance at the New York Metropolitan Opera House in 1910.

In 1923, the ribbon microphone was introduced which was another type of electromagnetic microphone, believed to have



been developed by Harry F. Olson. It was a kind of reverse-engineered version of a ribbon speaker. These microphones were further developed by several companies but they were kind of raw microphones which would catch all the sound near them. RCA made advancements in pattern control of the diaphragm giving directionality to the microphones. With television and film technology booming there was demand for high fidelity microphones and greater directionality. Electro-Voice responded with their Academy Award-winning shotgun microphone in 1963.

Primarily microphones can be categorised as per the target directions used while recording or covering.

Omni-directional

By “Omni” we means “all”, this suggests that a microphone with Omnidirectional feature so it can grab sound from all directions equally. An Omni mic receives a 360 degree COVERAGE sphere, this implies it can grab sound from above, below, in front of, behind, and to the side of the mic. The polar example for an Omni, likewise, is generally spherical. It could have an additive advantage, as a single Omni-directional microphone could be utilized to grab voices from various directions, till every individual voice is roughly in a similar pitch and a similar separation from the microphone.

Largely, an Omni-directional mic grabs a portion of the mood of the circumstance, which can strengthen the visual setting. On the off chance that the scene is occurring on a road corner, and we require the sounds of the considerable number of exercises going around, the Omni-directional mic could be utilized. The handheld mouthpieces utilized by the reporters in news from field and games columnists or reporters are typically Omni directional, enabling the journalist and interviewee to be grabbed by one microphone receiver held amongst them, and conveying a specific measure of surrounding sound. But few disadvantages also exists in utilizing Omni-directional mic. Since they pick up sounds from every corner they cannot be used for those scenes where the dialogue or the sound of the main subject is more necessary. Hence the background noises can create disturbance. They also tend to get more noteworthy measures of room resonance when utilized as a part of rooms that have hard-surfaced dividers and



floors. This can once in a while result in a diffuse, empty, "inside a barrel" sound.

Bi-directional

Such microphones are generally used, in case of two persons, facing each other in an interview, live – interaction, or alternative bi-presentation, of a content to match a recording or live telecast.

Unidirectional

A microphone with unidirectional feature discards sound originating from back side of the mic whereas continue to grab up sound originating from the front. In other words it captures sound signals from only that direction in which they are faced. Hence, unidirectional microphones could grab only little noise of the background and room resonance and on utilization with the loudspeaker systems they show lesser sensitisation towards 'feedback'. The 'feedback' is a situation of loop sound which occurs when the sound which comes out of the speaker is again caught by the microphone. As the same sound is caught between the mic and speaker it creates a noise like sound. There are different kinds of unidirectional, microphones every one possess a somewhat unique polar pattern and its own particular arrangement of points of strength and weaknesses. Till now cardioid is the highly common sort of unidirectional, it is named as cardioid, on the grounds that it's polar pattern somehow look alike a heart-moulded figure. Many cardioid mic will grab lesser to as much as half as much sound from the sides, than from the front, and short of what one tenth as much sound from the back than from the front. In this way, the cardioid mic have a tendency to grab most of desired sound (where you are pointing the mic) and little of the undesired sound (where you are not pointing the mic).

Transducer

Again the microphones can be divided in two categories depending on the transducers used. The transducer is the mechanism which actually converts sound energy into electrical energy. The two types of transducer are dynamic and condenser.

**a) Dynamic Microphones**

Dynamic mouthpieces simply utilize a magnet and loop of wire to change over sound waves into a flag or signal. At the point if a thin diaphragm is appended with a loop of fine wire it starts vibrating if got struck via sound waves. In turn it makes the loop of wire move forward and backward around a magnet, generating a little electricity, which streams out of the microphone's connector and via the cable of microphone. Dynamic mics of great quality produces a great quality of sound; they can deliver sound with less measure of commotion, are exceptionally tough, and will as a rule endure unpleasant taking care of or extraordinary temperatures and stickiness exposure. Since the Dynamic amplifiers can't be made in little size, numerous handheld and voiceover mics are the dynamic sort, as here the size of the mic isn't a matter.

b) Condenser Microphones

In the Condenser microphones (once in a while called electrets condenser mouthpieces) does not use a dynamic diaphragm rather utilizes a significantly more slender diaphragm extended tight simply over a piece of flat metal or ceramic i.e. metal-coated, also known as back plate. At the point if an electrical charge is fixed electrical charge thereafter it is placed on the diaphragm/back plate assembly, now its electrical yield fluctuates relying upon the diaphragm movements, that in corresponding to sound waves will vibrate. The output signal is to a great degree feeble and reactionary to outside electrical obstruction, be that as it may, it must be altered and additionally amplified and opened up by a circuit called a preamplifier. The location of preamplifier could be the the handle of the mic or in a little outboard or detachable electronic tube or pack. Many advantages are offered by Condenser mouthpieces. Their most vital feature is that they can be built smaller, therefore all mini livelier mics are of condenser variety. Condensers have a tendency to be exceptionally touchy to the extraordinary low and high frequencies, and generally have an extremely fresh, clean sound that improves dialogue intelligibility and also numerous melodic instruments. Their implicit preamplifiers permit condenser microphones to give higher yield than dynamic mics, implying that



for a given sound level, resulting a output electrical signal of greater strength. This might be useful when you are endeavoring to record somebody who talks delicately, or who is more distant far from the mic.

Handheld

The most common kind of microphone for general use is the handheld type. While it can be held by the user, mounted on a floor or desk stand, or attached to a flexible “gooseneck” on a lectern, these options result in the mic being very visible, which is not practical in all video productions. A decent quality handheld mic ought to have an inward stun mount which will limit taking care of commotion or noise (pounding sounds transmitted through the handle and got by the mouthpiece cartridge), and it ought to be roughly built to withstand physical manhandle.



Title-Handheld Microphone

Attribution-Ousk

Link-https://commons.wikimedia.org/wiki/File:Svart_mikrofon.jpg

Models at the upper end of the value scale will typically produce clearer, more extensive sound range, better mounting of shock, and more strengthened. Sennheiser MD 42 is the most regularly utilized handheld mic.

Lavalier

It's always suggestive to have a Lavalier type of microphone if you have only one microphone in your audio kit. This type of microphone can be attached to a user's cloth, could be laid on a

podium or in a pinch could be clip to a mic stand. Lavalier mics frees the orator's hands to signal or exhibit an item, and in light of the fact that they are little they have a tendency to vanish on camera. Likewise, utilizing a lavalier will keep the separation from the mic to the orator's mouth genuinely consistent, diminishing the requirement for visit change once the levels have been set. In circumstances where the receiver can't be noticeable, it's typically conceivable to hide a lavalier mic under a shirt neckline or even below a thin layer of garments.



Title-Lapel Microphone

Attribution-Terodakti

Link-https://commons.wikimedia.org/wiki/File:Lavalier_mikrofon.jpg

Besides, a miniature type, lapel microphones having cords can be very easily concealed in the artist's dress. In addition cordless lapel microphones have been the latest trend giving free movement to the artists – inside or outside the studio. This facilitates, a cameraman, to take shorts from various angles, as per the desirable movement of the artist.

Head worn

A head worn microphone is of great need in situations where the orator's hands should be free and essential. Head worn mouthpieces can be situated nearer to the orator's mouth and keep up a steady separation and sound quality even during the movement of orators head while talking.

While headworn receivers are winding up perpetually undercover and are accessible in different skin tones (search for them in Broadway plays and musicals), they will at present be noticeable on camera.



Surface Mounted

Surface mounted mics are developed to grab the sound at a fixed or levelled surface. Surface mount mics are typically physically moulded to look less nosy on a meeting table or work area. The mic component is found near (yet not touching) the surface, with the goal that sound waves reflected from the surface land at the mic component in the meantime as the immediate sound. This viably duplicates the sensitization of the mic contrasted with an unsupported handheld write at a similar separation. (This affectability support accept that the surface is adequately substantial to reflect even sound waves of lower frequencies.)

Shotgun Microphone

The shotgun microphone is so named because the long, slotted tube in front of the microphone cartridge makes it resemble a shotgun.

The presence of “interference tube” helps it to be lesser sensitize for sounds originating from back and sides, compared to other directional mics. A shotgun mic is amazingly directional pickup design (called a line/inclination design) making these well known for news gathering, outside games scope and TV/movie creation.

Shotgun mouthpieces are not zooming focal points for sound or enhancers. They don't enable you to zoom in on a discussion from 100 feet away. Here's a considerably more precise similarity: envision looking through a long tube at a man standing 20 feet away. The individual's picture does not have all the earmarks of being any bigger or closer, but rather is to some degree easy to see, in light of the fact that the eye isn't diverted by things occurring off to either side. This is precisely what shotgun mics do best: screen out sounds originating from the sides, making the sound originating from the front easily audible.

Wireless Components

In short a wireless mic can be called as a mini radio station. The working starts with a conversion process of input sound waves in to audio signal by the microphone cartridge. Now the signal is conveyed by a low-control transmitter, and after that grabbed by a receiver present close-by, that changes over the radiofrequency signal once more into sound. This transmitter could be placed in the receivers handle, in a little pack such that one can wear it in the body, or in a piece or tube which could be connected specifically to any standard mouthpiece with a XLR connector. A table top unit, a rack mount unit, or a convenient battery-worked



type that can mount on top or in the camera could be a receiver. A remote framework comprises of the mix of the mouthpiece, transmitter, and recipient. Then a link or wire associates the sound output of the receiver of the camera or sound recorder.

Portable and Camera Mounted Receivers

The battery powered portable mics can be accessed and used only with the presence of receiver and transmitter in and around. Such units size wise are very small about the extent of a deck of cards and could be worn on the body or mounted specifically to a camera. Connection is done via a short cable from the receiver's portable output to the cameras or recorders audio input. But today we have advanced models that provides a separate output for headphone or an earpiece with the goal that the camera administrator can screen the sound through earphones or an ear piece. A microphone having wireless system is an extremely helpful thing for a video shooting, as here both the camera and the subject might move. For bigger projects where various orators are involved, numerous portable receivers could be connected to an audio recorder that could be carried in a bag.

The other application for a wireless receiver that is portable is feeding sound from a blender to a camera situated over the room. If we take example of an extensive gathering room, for instance, the sound blender is frequently situated at a side of the stage, whereas the camera is at the back of the room. During situation like this, the wireless transmitters input needs to be connected with the output of the mixer or the blender, and with the portable receiver attached to the camera. Thus the requirement to depend on the internal microphone of the camera or to put extra mics particularly for recording video is eliminated.

Audio Mixers, Interface and Recorders

If you view the videos streaming online you could sense that the sound quality is not up to the mark, this is because the video recording takes place via the inbuilt microphone of the camera. Generally the inbuilt cameras microphone are not of superior quality and moreover the mic is placed far from the orator and very close to the cameras autofocus and image stabilization system. What's more, the sound hardware in the camera may



have excessively murmur and insufficient capacity to oversee changing sign levels for an expert sounding creation. On the off chance that you need better audio sound, you should utilize an external audio, and perhaps an outer sound interface or recorder.

Audio Interface

A sound interface is a little box that goes about as a middle of the road arrange between your mouthpiece and the audio input of the camera. One or two adjusted XLR mouthpiece inputs are there in many interfaces (sometimes equipped with phantom power for condenser mic), and a means of adjusting the audio imbalanced level.



Title- Audio Interface

Attribution- [Nicolas Esposito](#)

Source- [Interface audio M-Audio FireWire Solo](#)

Link- https://commons.wikimedia.org/wiki/File:Interface_audio_M-Audio_FireWire_Solo.jpg

The interface output can be an connection that is unbalanced that works with a DSLR, or a USB connection that enables you to record specifically to a PC. A sound interface is helpful in light of the fact that it gives you better control over sound levels and makes it easy to utilize proficient mics with XLR connectors.

Audio Mixers

On the off chance that we are utilizing a few receivers immediately, for instance to record a gathering or board discourse, prior to start recording it may be important to

consolidate the signal of the mic altogether. The audio blender here provides a single output that incorporates the consolidated output of all the mics and it also enables adjustment at individual level for every mic.



Title-Audio Mixer

Attribution- Evan-Amos

Link- <https://commons.wikimedia.org/wiki/File:Behringer-Xenyx-1002FX.jpg>

The downside of utilizing a blender is that it makes it hard to segregate the voice of one orator while editing.. There are different blenders relying upon their ability of tracks like 8, 16, 24 tracks. They additionally include some sound impacts like reverberate, reverb, bass and treble. These days advanced blenders are likewise accessible in type of PC applications

Audio Recorder

Nearly all cameras have sound recorder inbuilt in it however one might find that audio recording from the camera directly is not satisfactory, because of inordinate murmur, bending, or absence of control over sound levels. For this situation, video makers utilize a "double framework" in which the video is recorded on the camera, and the sound is recorded on an outside sound recorder. Utilizing an outside sound recorder enables you to have a powerful control over sound levels and less murmurs than generally cameras. Furthermore, a great sound recorder as a rule has adjusted mic input with XLR connectors, and frequent phantom control for condenser mics.



In huge projects, four or eight tracks recorders are accessible, enabling independent recording of every orator's mic to empower more exact control of signal levels and enabling easy editing. An essential thing to be consider is the way to synchronize the recorders audio with the cameras video. The arrangement is to start each shot with a hand applaud that is picked by the mic and visualise by the camera. While editing, the sound track is adjusted by moving backward or forward such that the sound of the applaud matches perfectly with the visual. The sound recorder enables you to definitely modify for signals of various levels from different sources and safeguard them as isolated sound tracks that can be altered into the program as proper. A few recorders have an assortment of input connectors, developed to assort sounds of different levels and types.

Cables and Connectors

The most important link that connects the recorder or receiver and the microphone are the cables and connectors. These are likely the most ignored connection in the sound chain, but low quality cables or potentially damaged connectors are as often as possible the reason for real audio issues. Basically among audio devices for connection two types of connections are used:

- Balanced &
- Imbalanced

In a balanced connections there is a requirement of cable consisting of two wires (one for the "hot" signal and one for the "return") this wires needs to be shielded with a mesh, braid, or metal foil. From different sources the random electrical signals are bombarded to the cable that is intercepted by the shield and then drain it in to the ground. Both the shield and the wires works together to avoid interference of the various audio signals. The quality of the audio depends on the types of connectors and cables utilized.

In an imbalanced connection a shielded single wire is used by a cable, however here the shield has to perform dual task i.e. it has to carry back the returned audio signal along with providing protection to the wire from electrical interference. Balanced audio connections are more stable than the imbalanced audio connection as these cables are prone to be affected via florescent light fixtures, some types of dimmer switches, and other audio or electrical cables present nearer to it.

So according to rule balanced connections are more reliable in terms of clean, free of noise output. In present era all the well-known connectors for proficient mics and audio devices trust and favour XLR and USB connectors

XLR Connector

There are two types of XLR Connectors 1) Male XLR connectors 2) Female XLR Connectors.

Male XLR Connectors consist of three pins, these are utilized for providing signal output; whereas female XLR connectors comprises of three sockets, utilized for provision of signal input. The XLR connector is strong, it generally don't break or bend when connected, and many varieties have secure interlocks to make it free from accidental unplugging. A cable that has an XLR connector at both ends almost certainly indicates a balanced connection.



Title- XLR Connector

Attribution- Photographer: [Michael Piotrowski](#) (2005-06-04)

Link- <https://commons.wikimedia.org/wiki/File:Xlr-connectors.jpg>

Both low- and high-impedance microphones contains XLR connectors. High calibre and expert mics supports the XLR connector over the 1/4-inch telephone plug.

USB Connector

Universal Serial Bus (USB) connectors and links, which have turned out to be indistinguishable with PC peripherals, are obviously



winding up more typical for mics, since more sound and video recording is occurring specifically on PCs. This has made the requirement for XLR-to-USB connectors, which allows you to utilize your XLR cables and XLR mics with gadgets which contains USB ports.

Quarter inch phono plug

Another to some degree normal sound connector is the male 1/4-inch telephone plug, which mates with the female 1/4-inch telephone jack. The origin of the name is from utilization of this connector on early phone switchboards. These can be found on cables utilized with a sound hardware: earphones, amplifiers, loudspeakers, signal processing gear, and mics. As a rule, 1/4-inch telephone plugs are utilized on mics of lower ends.

Two-conductor types (at times referred as "TS" or "tip-sleeve", which alludes to the region of the connector utilized for each wire) comprises of two different portions and are utilized for imbalanced mono connections. Three-conductor types (at times referred as "TRS" or "tip-ring-sleeve") can be arranged to convey an adjusted mono signal or an unbalanced stereo signal. Microphones and microphone inputs on blenders utilizing 1/4-inch telephone connectors are quite often of the unbalanced high-impedance compose.

RCA Plug

The last sort of connector you'll likely keep running into is the male RCA plug or phono plug, which mates with the female phono jack. The prefix "phono" originates from the way that these are the standard for associating phonograph turntables (and also cassette players, CD players, et cetera) to home stereo hardware.

Miniplug or EP Jack

The Mini plug is available in two sizes: 3.5 millimetres (1/8 inch) and 2.5 millimetres. Mini plug of 3.5 millimeter form is similar to the normal attachment generally found on earphones and ear buds. Even though famously delicate for microphone applications, because of their little size, mini plug connectors are every now and again utilized on consumer and even semi-proficient video hardware, even in DSLR cameras. Quite often they show an unbalanced stereo sound association. Most mics that come



furnished with mini plugs are affordable units of low cost. Even if your equipment has a smaller than normal attachment port or 1/4-inch microphone input, you can at present utilize a decent quality expert mic. You simply need to acquire a cable with the proper connectors, or in certain instances, an impedance transformer.

Field Monitors

A field monitor is an external, portable, battery-powered display that replicates the picture being recorded to camera. We most often attach our monitor directly to the camera or camera rig, and sometimes we'll attach it to a light stand as a stand-alone monitor for clients to view. Most field monitors available today range from five to nine inches in screen size, making them two to three times larger than most camera displays. When we're moving quickly in the field, the extra pixels are extremely helpful for maintaining a focused image and seeing all the details within a frame.

It is very much difficult to monitor a picture while conducting an interview for a solo camera operator interviewing someone. As the interviewer, you're often sitting beside the camera, making it difficult to keep an eye what's being recorded. An external field monitor acts as a crucial piece of gear in these types of situations, allowing you to observe whether your subject is drifting out of frame or focus.

When shooting high-perspective shots above crowds with the camera is mounted much higher, it can be difficult or sometimes impossible to see our camera's screen. So an external field monitor can potentially be the only option for framing a shot. We also regularly use jibs, sliders and stabilizers that require the use of an external monitor to direct camera movement.

Necessity of Field Monitors

The majority of field monitors use traditional LCD technology for their screens. However some of the newer, higher-end LCD panels integrate IPS (In-Plane Switching) technology, resulting in a higher contrast ratio and better, more accurate overall colour and better image quality. Lately, the monitor trend has been moving towards even newer, OLED (Organic Light-Emitting Diode) displays, which



according to Small HD, offer the richest colours and extremely high contrast ratios. The extra brightness of OLED monitors makes them a great choice for outdoor production.

The present day field monitors also coming with recorders. That means you don't have to carry an extra video or audio recorder known as back pack such equipments help the spot- reporter or the artist to monitor the programme on air, locate his proper position and link the production control room with matching presentation, as per requirement.

Unit summary



Summary

In this unit we came across some necessary filmmaking and video shooting devices such as clapboard, various kinds of microphones and other audio equipments used from shooting to post production. We also came across the use of clapboard, sound equipment and field monitors. We learnt about the use of microphones according to the situation.

Assessment



Assessment

1. What is a microphone?
2. Differentiate between Traditional and Digital Clapboards
3. Classify various types of microphones. Clapboards.
4. Write the functions of Field Monitors
5. How many columns are there in clapboard and name them.
6. Who developed electromagnetic type of microphone?
7. How many types of microphones are there depending on direction?
8. What is the other name for RCA plug connector?
9. What is a transducer in a microphone?

Resources

Further reading:



Reading

- Fundamentals of Digital Audio
Alan P. Kefauver and David Patschke
- Visual Studio 2013 Cookbook
Bruce Johnson
- How to shoot Video that doesn't suck
Stockman, Steve, 1958
- The Book of Audacity : record, edit, mix and master with the free audio editor
Schroder, Carla



Unit 4

Blocking & Rehearsal

Introduction

Every video production requires proper research, planning, setup and on location decision. Proper camera placement, proper lighting and proper rehearsal of subject could lead to a good production material. Sometimes we have to shoot documentary or news material so it is mandatory to get a proper location idea as to cover the objective as nearly as possible. In case of fiction shoot it is advisable to rehearse your subject more and more so as to give perfect shot in less number of takes.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Describe what is blocking
- Identify different kind of shots
- Use different techniques of lighting
- Examine different aspects, faced while shooting.

Terminology



Terminology

Blocking:	Blocking is the process of staging actors in reference to the foreground and background to get a frame.
Establishment shot:	Establishment shots are the shot which shows the establishment between the subject and the surrounding.
Close shot:	Close shot is the most nearest magnification of the subject being shot which shows the physical and emotional details.
Helicopter Shot:	A 360° shot of the sky or subjects in the high



altitude from the ground.

Mid Shot:	Shot covering the artist up to his / her waist
Cheating shot:	To Sync – with other person's response by the artist in the form of reactions
Panning:	Moving The Camera right or left as per requirement.
Arial Shot:	Covering the ground from an aeroplane or helicopter or high altitude.

Meaning of the Term “Blocking”

The term blocking came from theatres. In theatre, **blocking** is the precise staging of actors in order to facilitate the performance of a play, ballet, film or opera. In contemporary theatre, the director usually determines blocking during rehearsal, telling actors where they should move for the proper dramatic effect, ensure sight lines for the audience and work with the lighting design of the scene.

Each scene in a play is usually "blocked" as a unit, after which the director will move on to the next scene. The positioning of actors on stage in one scene will usually affect the possibilities for subsequent positioning unless the stage is cleared between scenes.

During the blocking rehearsal, the assistant director, stage manager or director take notes about where actors are positioned and their movements on stage. It is especially important for the stage manager to note the actors' positions, as a director is not usually present for each performance, and it becomes the stage manager's job to ensure that actors follow the assigned blocking from night to night.

In film, the term is sometimes used to speak of the arrangement of actors in the frame. In this context, there is also a need to



consider the movement of the camera as part of the blocking process.



Title-Shooting

Attribution- Yerpo

Link- https://commons.wikimedia.org/wiki/File:Premium_Rush_shooting.JPG

Overview of Evolution of Blocking

As we discussed earlier that the term blocking came from stage or theatre, in the theatre the stage is a fixed location and the characters are moving. So the characters have to be placed or staged in such a manner so that each character is clearly visible to audience at each point of movement. No one should overlap the other character. Likewise their entry and exit was also to be kept in continuity which means a character which exits from the left of the stage must come from right of the stage to mark the continuity of movement. So when coming to film making or video production the most of the things remain the same. The director has to plan the shot in such a manner that there should be enough space between characters, their continuity in the frame and their movement as well as entry and exit from one shot to the next. This is part of shot division in a screenplay.

Uses of Blocking

Blocking not only helps the director direct easily but also helps the actors to perform smoothly. Sometimes a motivated blocking helps create a twist in the scene. Blocking not only is fixed with actor and director but also with the camera. The movement of the camera in proper direction is also important. The proper



camera and subject movement can create a bigger impact. If the blocking is not proper the transition from shot to shot will be jerky.

Mostly the films or videos are made up of various scenes. These scenes are broken down into shots. Each shot is individual information of place, time and character. It means that we can know what our subject is doing in particular place at a particular time. Each shot can be taken up by the director according to the availability of place, time and character and connect in different manners to build up a scene. But sometimes director also tries to cover the whole scene in one take without breaking them into smaller shots. The various types of shots which are used are establishing shot, long shot, mid shot and close shot.

Establishing shot: An establishing shot in filmmaking and television establishes the scene by showing the relationship between its important figures and objects. It is generally a long or extreme-long shot at the beginning of a scene indicating where, and sometimes when, the remainder of the scene takes place.

Establishing shots were more common during the classical era of filmmaking than they are now. Today's filmmakers tend to skip the establishing shot in order to move the scene along more quickly. In addition, the expositional nature of the shot (as described above) may be unsuitable to scenes in mysteries, where details are intentionally obscured or left out.

Uses of an Establishing Shot

Location: Establishing shots may use famous landmarks to indicate the city where the action is taking place or has moved to, most probably it establishes the whole area where the shooting is going on or where the story is based. It creates an idea in the mind of the viewer about the location of the subject and other things going around in that particular location.

Time of Day: Sometimes the viewer is guided in their understanding of the action. For example, an exterior shot of a building at night followed by an interior shot of people talking implies that the conversation is taking place at night inside that building - the conversation may in fact have been filmed on a



studio set far from the apparent location, because of budget constraint or time limitations.

Relationship: An establishing shot might be a long shot of a room that shows all the characters from a particular scene. For example, a scene about a murder in a college lecture hall might begin with a shot that shows the entire room, including the lecturing professor and the students taking notes. A close-up shot can also be used at the beginning of a scene to establish the setting (such as, for the lecture hall scene, a shot of a pencil writing notes).

Concept: An establishing shot may also establish a concept, rather than a location. For example, opening with a martial arts drill visually establishes the theme of martial arts. A shot of rain falling could be an establishing shot, followed by more and more detailed look at the rain, culminating with individual raindrops falling. A film maker is colluding with their audience to provide a short hand learned through a common cinematic cultural background.

Long Shot

In photography, filmmaking and video production, a **long shot** (sometimes referred to as a **full shot** or, and to remove ambiguity it will be called a, **wide shot**) typically shows the entire object or human figure and is usually intended to place it in some relation to its surroundings. These are typically shot now using wide angle cameras. However due to the sheer distance establishing shots and extreme wide shots can use almost any camera type.

Mid shot

In film, a **medium shot**, **mid shot** (MS), or **waist shot** is a camera angle shot from a medium distance. Medium shots are favored in sequences where dialogues or a small group of people are acting, as they give the viewer a partial view of the background and also show the subjects' facial expressions in the context of their body language. Medium shots are also used when the subject in the shot is delivering information, such as news presenters. It is also used in interviews. It is the most common shot in movies, and it



usually follows the first establishing shots of a new scene or location.

A normal lens that sees what the human eye see is usually used for medium shots.

Medium shots are divided into singles (a waist-high shot of one actor), group shots, over-the shoulders or two-shots (featuring two people). A medium wide shot, or American shot, shows a bit more of the background but is still close enough for facial expressions to be seen, although these facial expressions would be better seen in a waist-high shot.

Master shot

A master shot is a shot which covers all the characters along with the location or background. It is different from an establishing shot because in an establishing shot the whole location or all the characters may not be revealed, just a portion could be used. It may not establish the character to character relation.

Close-upshot

Close-upshot or **closes hot** in filmmaking or in television production, still photography is a type of shot, which tightly frames a person or an object. Close-ups are one of the standard shots used regularly with medium shots and long shots (cinematic techniques). Close-ups display the most detail, but they do not include the broader scene. Moving in to a close-up or away from a close-up is a common type of zooming.

Close-ups are used in many ways and for many reasons. They are often employed as cutaways from a more distant shot to show detail, such as characters' emotions, or some intricate activity with their hands. Close cuts to characters' faces are used far more often in television than in movies¹; they are especially common in soap operas¹. For a director to deliberately avoid close-ups may create in the audience an emotional distance from the subject matter.

Close-ups are used for distinguishing main characters. Major characters are often given a close-up when they are introduced as a way of indicating their importance. Leading characters will have multiple close-ups. There is a long-standing stereotype of insecure actors desiring a close-up at every opportunity and counting the



number of close-ups they received. Close-up shots do not show the subject in the broad context of its surroundings. If overused, they may leave viewers uncertain as to what they see. Close-ups are rarely done with wide-angle lenses, because perspective causes objects in the centre of the picture to be unnaturally enlarged. Certain times, different directors use wide-angle lenses, because they can convey the message of confusion, and bring life to certain characters.

Over Shoulder Shot

In film or video, an **over the shoulder shot** (also **OTS**, or **third-person shot**) is a shot of someone or something taken from the perspective or camera angle from the shoulder of another person. The back of the shoulder and head of this person is used to frame the image of whatever (or whomever) the camera is pointing toward. This type of shot is very common when two characters are having a discussion and will usually follow an establishing shot which helps the audience place the characters in their setting. It is an example of a camera angle.

Other than these basic shot or blocking techniques there are two other shots depending on camera movement i.e. Pan shot and Tilt Shot. In a Pan shot the Camera is moved from left to right or right to left to cover a subject or location. Similarly when the camera is tilted from up to down and vice versa the shot is called Tilt shot.

Rehearsal

The **rehearsal** is an activity in the performing arts that occurs as preparation for a performance in music, theatre, dance and related arts, such as opera, musical theatre and film production. It is undertaken as a form of practising, to ensure that all details of the subsequent performance are adequately prepared and coordinated. The term "rehearsal" typically refers to ensemble activities undertaken by a group of people. For example, when a musician is preparing a piano concerto alone in their music studio, this is called "practicing", but when they begin to practice the concerto with an orchestra, this activity is called a "rehearsal". The music rehearsal takes place in a music rehearsal space.



A rehearsal may involve as few as two people, as with a small play for two actors, an art song performance by a singer and a pianist or a folk music duo of a singer and a guitar player. On the other end of the spectrum, a rehearsal can be held for a very large orchestra with over 100 performers and a choir. A rehearsal can involve only performers of one type, as in an a cappella choir show, in which a group of singers perform without instrumental accompaniment or a play involving only theatre actors; it can involve performers of different instruments, as with an orchestra, rock band or jazz "big band"; vocal and instrumental performers, as with opera and choral works accompanied by orchestra; or a mix of actors, vocalists, instrumentalists and dancers, as with musical theatre.

While the term is most commonly used in the performing arts to refer to preparation for a public presentation or show, the term is also used to refer to the preparation for other anticipated activities.

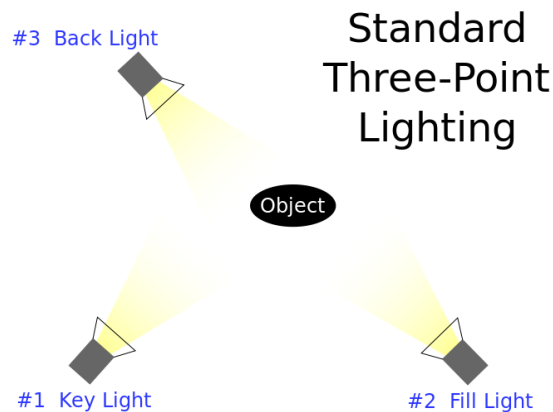
In field of filmmaking or video production rehearsal not only means the practicing the acting skill for the scene but also practicing the camera and audio parts too to get the perfect take.

Lighting

Lighting is an essential tool for enhancing the video image. The subtle use of light creates atmosphere and mood, dimension, and texture. It can help to convey a plot line, enhance key elements such as set colour or skin tone, and signals the difference between comedy and drama, reality and fantasy.

The subject in a planned shoot can be lit up using various lighting techniques to achieve desirable result. In this unit we will discuss these lighting techniques.

Lighting, as with nearly every other aspect of Film & TV, is an integral part of the filmmaking process. Light can sculpt and describe a scene or character, it can hide or reveal key areas of your frame, it can enhance suspense and evoke emotion. It is as critical in directing the audiences' attention or influencing their emotions as camera movement, acting, music and editing. Ignore it at your own loss.



Title-Three point Lighting

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Link-

https://commons.wikimedia.org/wiki/File:3_point_lighting.svg

Key light

The **key light** is the first and usually most important light that a photographer, cinematographer, lighting cameraman, or other scene composer will use in a lighting setup. The purpose of the key light is to highlight the form and dimension of the subject. The key light is not a rigid requirement; omitting the key light can result in a silhouette effect. Many key lights may be placed in a scene to illuminate a moving subject at opportune moments.

The key light can be "hard" (focused) or "soft" (diffused), and depending on the desired setup can be placed at different angles relative to the subject. When part of the most common setup—three-point lighting—the key light is placed at a 30–60° angle (with the camera marking 0 degrees). In addition to the horizontal angle, the key light can be placed high or low producing different effects. The most common vertical position for the key light is at a 30° angle (i.e. slightly above the eye line; the nose should not cast a shadow on the lips).

A key light positioned low appears to distort the actor's features, since most natural or ambient light is normally overhead. A dramatic effect used in horror or comedy cinematography is a key light illuminating the face from below. A high key light will result in more prominent cheek bones and long nose shadows.



In many cases, the key light is a stage light for indoor scenes, or sunlight for outdoors. A lighting instrument may also be used outdoors to supplement sunlight or as the primary light source with sunlight or skylight serving as fill lighting. Actual lamps, lighting fixtures, can serve as key lights, provided they are of sufficient brightness. They may also appear within the scene as props — in which case they are called "practical's." Similarly, fire, candles and other natural sources of light can be used.

Fill Light

In television, film, stage, or photographic lighting, a **fill light** (often simply **fill**) may be used to reduce the contrast of a scene to match the dynamic range of the recording media and record the same amount of detail typically seen by eye in average lighting and considered normal. From that baseline of normality using more or less fill will make shadows seem lighter or darker than normal which will cause the viewer to react differently, by inferring both environmental and mood clues from the tone of the shadows.

Natural skylight fill is omnidirectional and diffuse, with lower rate of inverse-square fall-off than artificial sources. A common artificial lighting strategy which creates an overall appearance similar to natural fill places the fill light on the lens axis so it will appear to cast few if any shadows from the point of view of the camera, which allows the key light which overlaps it to create the illusion of 3D in a 2D photo with the same single source patterns typically seen with natural lighting where the sun acts as key light and the skylight as fill. The use of cantered near-axis "neutral" fill also prevents dark unfilled voids in the lighting pattern which can occur on faces if cheeks or brows block the fill source.

The positioning of the fill affects the overall appearance of the lighting pattern. When a cantered fill strategy is used the ratio is created by overlapping the key light over the foundation of fill. A key source of equal incident intensity to the fill, overlapping the even fill, will create a 2:1 reflected ratio (1 key + 1 fill over 1 Fill) = 2:1.



Back Light

In lighting design, **backlighting** is the process of illuminating the subject from the back. In other words, the lighting instrument and the viewer face each other, with the subject in between. This creates a glowing effect on the edges of the subject, while other areas are darker. The backlight can be a natural or artificial source of light. When artificial, the back light is usually placed directly behind the subject in a 4-point lighting setup. A back light, which lights foreground elements from the rear, is not to be confused with a background light, which lights background elements (such as scenery).

The **back light** is sometimes called **hair** or **shoulder light**, because when lighting an actor or an actress, backlighting makes the edges the subject's hair glow if the hair is fuzzy. This can create an angelic halo type effect around the head. Television productions often use this effect in soap operas, news presentation, panel discussions, studio based interview where it has become something of a cliché of the genre. It is also sometimes called the **kicker** or **rim light**.

Ambient Lighting

Ambient light means the light that is already present in a scene, before any additional lighting is added. It usually refers to natural light, either outdoors or coming through windows etc. It can also mean artificial lights such as normal room lights.

Ambient light can be the photographer's friend and/or enemy. Clearly ambient light is important in photography and video work, as most shots rely largely or wholly on ambient lighting.

Unfortunately ambient light can be a real nuisance if it conflicts with what the photographer wants to achieve. For example, ambient light may be the wrong colour temperature, intensity or direction for the desired effect. In this case the photographer may choose to block out the ambient light completely and replace it with artificial light. Of course this isn't always practical and sometime compromises must be made.



On the other hand, many of history's greatest photographs and film shots have relied on interesting ambient light. Unusual lighting can turn an otherwise ordinary shot into something very powerful.

Motivated Lighting

Motivated lighting refers to the light in a scene which appears to have a source such as a window, a lamp and fireplace etc. In some cases the light will come from a source visible in the scene and in some cases, it will only appear to come from a source that is visible in the scene.

Shooting

Shooting otherwise known as production stage is the practical part. Now that we have a thorough knowledge about all things needed for a good production starting from a script to camera and lights and audio equipment we have to get in the field to make our production.

For a systematic production along with a good storyboard and shot division we also need a very well planned production design which includes the location details, the artist availability details and time details etc. which would make our work less time consuming and easy.

Before every shoot it is wise to have a location hunt which means the director or one who is in charge of the shoot should visit all the places and confirm them according to the demand of the script. On the other hand the script writer is supposed to collect the data available and improvise it, considering the nature of location; printed materials; experts on the location; time frame and conception of the director producer and the target audience. The kind of location could be both indoor and outdoor. On one side it is to be seen that it justifies the need of the script whereas on the other hand it should also be kept in mind that whether it is possible to shoot in that place with all the production team.

After the location is finalized it comes to the availability of the artist. Sometimes it is impossible to get busy artist for shoot, so getting appropriate dates from them would confirm their availability. If we are shooting documentaries then we have to



deal with real life subjects so it is necessary that they should be there according to our shoot planning.

After these two points are ready we have to prepare a production schedule according to these two factors. In other words, we have to plan on which day at which place and at what time we have to shoot the particular part of the script. Sometimes a number of scenes or parts of the story or script is to be held at a particular location, so it will be cost-effective to complete all those scenes at that particular location in one go, so as to not visiting to the same place again and again.

How much to film

For things that don't move, or general shots of scenes or people, shoot at least ten seconds of each shot.

For scenes with people talking or acting, you need to keep the top and tail of your shots. Start the camera a few seconds before the action starts, and leave it running for a few seconds after it ends. This is called pre roll and post roll. If you're working on your own, the best thing to do is to start the camera and check it's recording. The count of ten seconds before and after the action can provide the excess length we require.

If you're working as a team, you can follow some version of this drill:

- Get your shot set up and your actors in place.
- The camera operator says 'Camera set' when they're ready.
- Then the director says 'Silence please'.
- Once everyone's silent, they say 'Standby' and then 'Turn over'.
- The camera operator starts the camera and checks that it's recording, then they say 'Camera rolling'.
- The director counts to ten and then says 'Action' (or they can count the actors in with a hand signal).
- The actors or presenters do their thing, and then the director counts to ten again and says 'Cut'.
- The camera operator stops the camera and the production assistant makes a note of the shot.



Get the location sound

You should always record some sound from the location, without dialogue. With any scene, leave the camera or audio recorder running to get half a minute or so of atmosphere or wild track, also known as room tone. It can help cover up audio problems when you edit. If you're filming at a location with interesting or distinctive sounds, record them separately.

Don't forget to record atmosphere/ wild track, also known as room tone. This is the background sound of the room or location. You need at least half a minute of this: just leave your camera or audio recorder running with nothing happening. This can be really useful when you edit.



Unit summary



Summary

In this unit you learned the **Basic of blocking, rehearsing, lighting and shooting**. The type of shots and kind of lighting was also described. We also learnt the proper procedure for a planned production or shoot.

We discussed how lighting and kind of shot creates different impact on screen. The need of rehearsal and proper planning schedule to manage time and money was also explained.

Assessment



Assessment

1. Describe the meaning of blocking?
2. Name the different types of shot.
3. Differentiate between master shot from establishing shot?
4. Identify the different kinds of lighting?
5. What is motivated lighting?
6. What is pre roll and post roll?

Resources



Reading

Further reading:

- Mixing secrets for the small studio
Senior, Mike.
- Fundamentals of Digital Audio
Alan P. Kefauver and David Patschke
- Visual Studio 2013 Cookbook
Bruce Johnson
- Audio Effects Workshop
Geoffrey Francis
- How to shoot Video that doesn't suck
Stockman, Steve, 1958
- The Book of Audacity : record, edit, mix and master
with the free audio editor
Schroder, Carla



Odisha State Open University



Commonwealth of Learning

AUDIO VISUAL PRODUCTION

Video Production (Post Production)



Diploma in
Multimedia and Animation (DMA)

DMA-05
BLOCK-4

Audio Visual Production

Block – IV: Video Production (Post Production)



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Audio Visual Production

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Course Overview

Welcome to Video Post-Production

In this block, you will learn about how to compile a concept. You will find out the crew members and utilisation of equipments involved in the post production stage. Other than that you will learn the skill to edit the shooting materials, and acquire the skills to distribution and transmission etc.

Compiling the Concept

The post work process may take more time than pre and production work. The work flow is based on indoor sound and video editing studio. Many mistakes happened during shooting are to be corrected in post production work. The concept is being compiled in this stage.

Crew Members & Equipments

Post-Production involves a lot of other work like sound mixing, colour correction and mastering which required experienced individual to complete the process. After all a number of equipments are necessary to do the work successfully.


Editing & other Things

Editing is so important to the visual storytelling process because it duplicate the manner in which the mind sees. We all edit reality with our eyes and mind. The art of editing lies therefore in creating illusion and new realities, new relationship and controlling emotional responses.

Transmission, Distribution & Rating

Distribution is the important part of the Television Industry and Movie Business, it is the way a financier or a film producer gets back their returns. India is the fastest growing cable & satellite market in the world, with exciting growth for Television industry as well as Distribution Company.

This video will provide a brief overview of this course.

Topic	YouTube link	QR Code
Video 1 –Marketing & Publicity	https://youtu.be/MwxkLU6-fs	

Course outcomes



Outcomes

Upon completion of Video post-Production you will be able to:

- Get a whole idea about Post work in video production
- Understand the history & various process of video editing
- Know about the persons involved in Editing
- Get a whole idea about Editing using Editing software
- Understand the process of transmission system in India

Timeframe



How long?

This course will be completed within “1” classes.

This course is of “1” credits.

2 Hours of study time is required to complete this unit.

Study skills



Learning about the audio visual productions are a part of Multimedia Coaching. But, when it comes to creation of an output, there is no specific ABC formula for doing so. It is just like a painting in which the artists choose the colour and proportion according to the need, not as per a written plan.

In creating outputs for TV, Films etc. we have to utilize the software tools from one corner to another randomly. So for every project, the formula is different. There is no fixed recipe for all kind of output. So, the more and more you learn about the options, more variety you will get. Each and every option is explained step by step in the course material.

Apart from this course material, the learner has to adopt the tendency of learning from multiple sources i.e.,

- Internet tutorials
- Video tutorials on youtube
- Collaboration with people working in the industry etc.

Only classroom study will not make you a professional. You have to be active to grab the opportunity of learning wherever you get a chance.

Need help?



Help

In case of any help needed you can browse the internet sites like [youtube.com](https://www.youtube.com) for video tutorials about the subject.

Assignments



Assignments

There will be some assignments at the end of each unit.

These assignments are mostly practical based and should be submitted in CD or DVD. Theoretical assignments are to be submitted neatly written on A4 size sheet.

All assignments will be submitted to respective study centre of Odisha State Open University or as directed by Co-ordinator.

All assignment should be unit wise on separate CD/DVDs clearly mentioning course title and unit on Top. Theoretical Assignment will be neatly filed or spiral bind with cover clearly mentioning necessary information of course.

Assessments



Assessments

There will be "1" assessment for each unit.

All practical assessment will be submitted to OSOU.

Assessment will take place once at the end of each unit.

Learner will be allowed to complete the assessment within stipulated time frame given by the university.

Video Resources



This study material comes with additional online resources in the form of videos. As videos put in human element to e-learning at the same time demonstrating the concepts visually also improves the overall learning experience.

















You can download any QR code reader from Google Play to view the videos embedded in the course or type the URL on a web browser.

Getting around this Course material

Margin icons

While working through this Course material you will notice the frequent use of margin icons. These icons serve to “signpost” a particular piece of text, a new task or change in activity; they have been included to help you to find your way around this Course material.

A complete icon set is shown below. We suggest that you familiarize yourself with the icons and their meaning before starting your study.

			
Activity	Assessment	Assignment	Case study
			
Discussion	Group activity	Help	Note it!
			
Outcomes	Reading	Reflection	Study skills
			
Summary	Terminology	Time	Tip

Unit-1

Compiling the Concept

Introduction

Post production is the last and most critical piece of film making and TV production. The completing item wants broadcast after this procedure. The post work process may take additional time than pre and production work. The work process depends on indoor sound and video editing studio. But visual editor, illustrations creator, sound recordist and color grading artist have a key part in post production. Numerous mix-ups occurred amid shooting are to be rectified in post production work. The entire yield of the item relies upon the general population occupied with post work.

Outcomes

Upon completion of this unit you will be able to:



Outcomes

- Get a whole idea about Post work in video production
- Understand the history & various process of video editing
- Set up your own editing machine
- Explain the different rule of editing and
- Make your own film

Terminology



Terminology

Digitising:

It is a process to input raw video and audio into computer hard disk in digital format.

Color Correction:

It is the process to correct the visual clip which was shot in low light or high exposure condition through an engine or tools incorporated with editing software.



Audio Balance:	Audio balance is to arrange the ambience sound, BGM and sound effect in such a manner which is clearly audible to audience.
Mastering:	Mastering the video is the process to give final output of the edited product in high quality for telecast purpose.
Compress:	Compress video is the way to create the final video for preview or upload in social site using a compressor.

Post-Production

Post-production is the third and last significant period of the production procedure. It is frequently alluded to just as post, e.g. "We can deal with that in post".

There are numerous things which can occur in post-production. Normal assignments include:

- Editing video footage
- Editing the soundtrack, including sound effects, music, and so on.
- Adding titles and illustrations
- Colour and introduction correction
- Adding special effects
- Re-shooting certain scenes if required ("get" shots)

Now and again post-production generally direct, comprises of picking and masterminding footage in the right grouping. By and large be that as it may, post-production is a tedious activity taking longer than the genuine production stage.

Post-Production Activities

Post-production starts with the finishing of filming and proceeds until the point when the project is conveyed to the system for the telecast. The three fundamental exercises of post-production are the editing or collecting of video footage; colour correction and the formation of an entire soundtrack or sound adjust.

Editing may start amid production. In single-camera shoots, the film from every day is checked on at a later time by the director, producer, and network in the request in which it was shot. These films are then separated and collected into scenes by the editors. The main full assemble is appeared to the Director, who rolls out



further editing improvements and makes the director's cut. From that point, the producer and the system roll out improvements until the point when a finished product is made.

The final cut is given to the sound department, which is in charge of setting up the music tracks or recordings; sound effects; and discourse tracks for final mix into one track. The final mixing of all the sound is called dubbing. Amid this period, the sound architects will recognize the music— that is, select the focuses at which music will be inserted— and musicians will compose and record the music. Sound designers additionally alter dialogue recording for production quality and record new or replaced the dialogues in a procedure called looping. Sound effects are likewise included as of now. The subsequent dubbing session, which can take a few days for a motion picture or only a couple of hours for a multiple camera tape production, can include the blend of 5 to 25 separate sound tracks.

The final phase of post-production is the expansion of transition and effects, for example, scene fade-outs or dissolves, inclusion of titles and credits; making of special visual effects, for example, animations; and color correction.

The overall Post-production Workflow Explained

In present time it's anything but difficult to work in computerized arrange in TV or film production. It relies upon each individual how they orchestrate post production function. Some superior editing software is accessible in the market to work in computerized arrange. Regardless of what camera you are utilizing the software will import any configuration. The workflow will be a real-time preview.

Before examining Post-production workflow how about we see the means you need to experience amid this post work.

Stage 1: Ingesting or Capturing raw files

The first stage in any post-production work is to ingest the film— began, tape-based, or tapeless media records that you shot. Distinctive kinds of media require diverse ingest techniques; for instance, ingesting from tape requires the Log and Capture window, and ingesting from a tapeless format requires the Log and Transfer window.

Amid ingest, you'll as of now be finding a way to sort out your media by picking what media to ingest and by including logging information, for example, cut names and notes. After ingest is finished, you promptly find a way to sort cuts into bins and survey, check.



In the vast majority of the editing studio, they utilize Storage area network to capture diverse format video and alter it in various editing framework. The visual can be gotten to from any PC connected to the capacity gadget. Extra storage room can be included at times amid the work.

In the film, for most activities, low quality visual is utilized for editing and after culmination of work uncompressed visual are connected to give final output.

Stage 2: Rough cut Edit

Editorial development is done when your clips are assembled. Sometimes, it is alluded to as the disconnected alter or the story alters, this is the place the raw media that you have ingested in stage 1 is transformed into an edited program.

A few programs are gathered completely inside editing software, where you can make every one of the titles and effects you require and do any vital sound outline right in your arrangement while you alter. Be that as it may, keep in mind that there are different applications in editing software that you can swing to for specialized errands. For instance, you can make ace layouts in Motion gfx for use as generators from inside editing software, or you can utilize Motion to make communicate illustrations and composites that you would then be able to alter into the editing software Timeline. As you work, you can likewise send particular sound clips from the editing Timeline specifically to Sound editing to do things like eliminate noise, make ambient noise to fix openings, and do balance coordinating on a clasp by-cut premise.

Regardless of whether you utilize one application or many, the greater part of the program's components met up in your altered grouping, controlling your editorial choices as you work to finish the program's content.

Stage 3: Preview for Producer

In case you're chipping away at an undertaking for a customer, successive and particular input is a flat out prerequisite. In case you're working in a directed session, you can just play your undertaking from the editing software Timeline. Nonetheless, there are events when you might work with customers who are remotely found and you need to give an adaptation of the program for their screening at their places. Editing software gives numerous methods for conveying singular clips or whole groupings to customers for remote survey, for example, by means of a QuickTime film or DVD, on the web, or even intelligently in I-Cloud.



Stage 4: Finishing the movie

Subsequent to editing the story on the timeline and finishing the content work, it's time to give the program its final shape and tweaking, suitably alluded to as wrapping up. In the initial segment of completing, the offline-nature of media in the event that you are utilizing as a part of the project, should be changed over to the most elevated quality form accessible in the first source through the altered grouping. The most ideal approach to do this relies upon how the first media was procured, how you ingested the media, and how painstakingly you dealt with the media amid editorial development.

On the off chance that your offline alter consolidates source media in a few unique formats; it is the time to change over any unmatched clasp perfect to final arrangement settings so the whole program is simple for send out. The format-change ability of the Compressor encourages this procedure.

This is additionally the time when every single impermanent component like placeholder titles, offline effects, and other placeholder media must be supplanted with their final, online-quality renditions with rendering. These components can be made inside the editing software or in conjunction with Motion gfx.

In conclusion, once your succession has been deliberately arranged, your program is prepared for color correction and the final sound mix.

Stage 5: Mastering

Mastering is the way toward giving a final output of your project in various arrangement and quality according to a request from the director. It's simple and less time taking to give final output by request ahead of advanced editing software.

Sometimes, a mixed and unmixed adaptation of the final item as requested by the customer can be given effectively inside less time. A different output without graphics work can likewise be given.

Stage 6: Output and Delivery

Output and delivery are the last stage of the post-production process. As the name infers, it's the process of making the final, playable media that you can hand over to the customer and group of onlookers. Output can take numerous organizations: High quality tape arrange, making a DVD, or compressing your program to a configuration appropriate for web playback.



Post Production Workflow

Establishing a solid workflow can help eliminate time waste, make you more profitable, and result in a better product. This course is designed to teach you about the different steps of the post-production process, as well as how to jump from application to application all the while staying organized. Editing technique is one thing, but proper workflow is what truly elevates editors to pro-status.

Background

Video editing is the process of editing segments of motion video production footage, special effects and sound recordings in the post-production process. Motion picture film editing is a predecessor to video editing and, in several ways, video editing simulates motion picture film editing, in theory and the use of linear video editing and video editing software on non-linear editing systems (NLE). Using video, a director can communicate non-fictional and fictional events. The goal of editing is to manipulate these events to bring the communication closer to the original goal or target. It is a visual art.

Early 1950's video tape recorders (VTR) were so expensive, and the quality degradation caused by copying was so great, that 2 inch Quadruplex videotape was edited by visualizing the recorded track with ferro fluid and cutting with a razor blade or guillotine cutter and splicing with video tape. The two pieces of tape to be joined were painted with a solution of extremely fine iron filings suspended in carbon tetrachloride, a toxic and carcinogenic compound. This "developed" the magnetic tracks, making them visible when viewed through a microscope so that they could be aligned in a splicer designed for this task.

Improvements in quality and economy, and the invention of the flying erase-head, allowed new video and audio material to be recorded over the material already recorded on an existing magnetic tape and were introduced into the linear editing technique. If a scene closer to the beginning of the video tape needed to be changed in length, all later scenes would need to be recorded onto the video tape again in sequence. In addition,



sources could be played back simultaneously through a vision mixer (video switcher) to create more complex transitions between scenes. A popular 1970-80s system for doing that was the U-matic equipment (named for the U-shaped tape path). That system used two tape players and one tape recorder, and edits were done by automatically having the machines back up, and then speed up together in synchrony, so the edit didn't roll or glitch. Later, 1980-90's came the smaller beta equipment (named for the B-shaped tape path), and more complex controllers, some of which did the synchronizing electronically.

There was a transitional analogue period using multiple source video cassette recorder (VCR)s with the Edit Droid using Laser Disc players, but modern NLE systems edit video digitally captured onto a hard drive from an analogue video or digital video source. Content is ingested and recorded natively with the appropriate codec which will be used by video editing software. In order to control the shot film. HD video is ending up more famous and can be promptly altered utilizing a similar video editing programming alongside similar movie graphic software's. All the clippings of video are sequentially arranged in the time line, on it addition of titles, music tracks, computerized onscreen graphics are done, creation of special effects is made and the completed product is "rendered" into a completed video. The video may then be circulated in an assortment of methods including DVD, video tape, CD-ROM, iPod, QuickTime Movies, , or web gushing..

Linear video editing

Linear video editing is a video altering after production procedure of choosing, organizing and adjusting pictures and sound in a foreordained, sequentially as ordered. Despite whether it was caught by a camcorder, tapeless camcorder, or TV studio recording on a video recording device (VTR) sequence access of content should be done on priority. Mostly linear editing is replaced by video editing.

In the early 1990s until the appearance of PC random access non-linear editing systems in general "linear video editing" was referred as "video editing".



History

Live TV is still basically delivered in an indistinguishable way from it was in the 1950s, albeit changed by present day specialized advances. Before tape, the main method for airing similar shows again was by taping demonstrates utilizing a kinescope, basically a video screen combined with a motion picture camera. In any case, kinescopes (the movies of TV programs) experienced different sorts of picture debasement, from picture twisting and clear sweep lines to relics conversely and loss of detail. Kinescopes needed to be processed and imprinted in a film research center that makes them questionable for broadcasts postponed for various time zones.

The essential inspiration for the improvement of video tape was as a short or long haul authentic medium. Simply after a progression of specialized advances spreading over decades did video tape altering at last turn into a practical production instrument, acceptable with film editing.

Early technology

The foremost generally acknowledged video tape in the United States was 2 inch Quadruplex tape and with a motion of at 15 inches every second. To increase more head to tape speed, four video recording and playback heads were spun on a head wheel crosswise over a large portion of the two-inch width of the tape. (Sound and synchronization tracks were recorded at the edges of the tape with stationary heads.) This framework was known as Quad, for quadruplex account.

The subsequent video tracks were marginally not as much as a ninety-degree point (keeping in mind the the vector expansion of fast spinning heads following over the 15 inches every second forward movement of the tape).

If we see from the origin, video was altered on viewing the recorded track with ferrofluid and cutting it with an razor blade or guillotine shaper and joining with video tape, in a way like editing of the movie. This was a burdensome procedure and as possible generally avoided. If utilized, the two bits of tape to be joined

were painted with an answer of to a great degree fine iron filings suspended in carbon tetrachloride, a harmful and cancer-causing compound. This "built up" the magnetic tracks, to view them when seen through a magnifying instrument with the goal that they could be adjusted in a splicer intended for this errand. The tracks were needed to cut amid a vertical follow, not disturbing the ordered odd-field/even-field. The slice likewise must be at a similar point that the video tracks were set down on the tape. As the video and sound read heads were a many inches separated it was almost impossible for physical editing that would work accurately in both video and sound. The cut was made for video and a bit of sound then re-replicated into the right relationship, the similar method like for editing 16mm film with a combined attractive track.

There were various detriments of physically altering tapes. Few broadcasters proclaimed that altered tapes cannot be used again, in a time when the moderately high cost of the machines and tapes was adjusted by the funds associated with having the capacity to wipe and reuse the media. Others, for example, the BBC, permitted reuse of spliced tape in specific conditions as long as it adjusted to strict criteria about the quantity of splices in a given term. The procedure required extraordinary ability, and frequently brought about editing which might roll (lose match up) and each editing requires many minutes for performance, in spite of the fact that this was additionally at first valid for the electronic editing which arrived later.

Introduction of computerized systems

In 1960s a framework to edit Quad tape "by hand" was produced. This was factually only a methods in order to sync two machines playback in such a way that the new shots signal could be "punched in" with a sensible possibility at progress. An issue with this and early PC controlled frameworks was that the sound track was inclined to endure the artifact in light of the fact that the video of the recently recorded shot would record into the side of the sound track. A business arrangement known as "Buzz Off" was utilized to limit this impact.

Around over 10 years, PC controlled Quad altering frameworks were the standard after production instrument for TV. Quad tape

included costly equipment, tedious setup, and moderately long rollback times for every edit and indicated misalignment as not agreed "banding" in the video. Notwithstanding, it ought to be specified that Quad tape has a superior data transfer capacity than any littler arrangement simple tape, and legitimately taken care could deliver a photo strongly similar to that of a live camera.



Title- Linear editing system

Attribution- Channel R

Link- https://commons.wikimedia.org/wiki/File:Linear_suite.jpg

At the point when helical scan video recorders turned into the standard it was never again conceivable to cut the tape physically. Now editing the video turned into a procedure of utilizing two video tape machines, playing back the source tape (or "crude film") from one machine and duplicating only the bits wanted on to a second tape (the "edit master").

The heft of linear editing is done basically, with two machines and an edit controller gadget to exercise control over them. Numerous video tape machines are equipped for controlling a second machine, disposing of the requirement for an external editing control gadget.

This procedure is "linear", as opposed to non-linear editing, since according to the feature of the tape-to-tape duplicating needs that laying of all shots should be done as per the final edited order. On

tape if once the shot is placed, nothing can be put in front of it without overwriting whatever is there as of now. On the off chance that totally essential, material can be named by replicating the altered substance onto another tape, since with every copy the picture is corrupted in total, this isn't attractive.

One disadvantage of early video altering strategy was that it was illogical to deliver a raw slice for presenting before an Executive producer. Since Executive Producers are never sufficiently comfortable with the material to have the capacity to view the completed item from examination of an alter choice rundown (EDL), they were denied of the chance to voice their suppositions when those sentiments could be effectively followed up on. Hence, especially in documentary TV, video was opposed for a significant long time.

Current usage

While PC based video altering programming has been received all through the majority of the business, film, industrial and consumer video enterprises, editing of linear video tape altering is as yet ordinary in TV station newsrooms for TV news production, and production facilities of medium-size who till date did not plan to invest capital in latest technologies.

Non-linear editing system



Title-Non linear Editing System

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Source- Link-<https://commons.wikimedia.org/wiki/File:Videowisconsinstudio.tif>



Non-linear editing is a form of audio, video or image editing where the original content is not modified in the course of editing – instead the edits themselves are specified and modified by specialized software. A pointer-based playlist – effectively an edit decision list (EDL) – for video or a directed acyclic graph for still images is used to keep track of edits. Each time the edited audio, video, or image is rendered, played back, or accessed, it is reconstructed from the original source and the specified editing steps. Although this process is more computationally intensive than directly modifying the original content, changing the edits themselves can be almost instantaneous, and it prevents further generation loss as the audio, video, or image is edited.

A **non-linear editing system (NLE)** is a video (NLVE) or audio editing (NLAE) digital audio workstation (DAW) system that performs non-destructive editing on source material. The name is in contrast to 20th century methods of linear video editing and film editing.

Linear and non-linear editing

Non-linear editing is the most natural approach when all assets are available as files on video servers or hard disks, rather than recordings on reels or tapes—while linear editing is tied to the need to sequentially view film or hear tape.

Direct access

Non-linear editing enables direct access to any video frame in a digital video clip, without needing to play or scrub/shuttle through adjacent footage to reach it, as is necessary with video tape linear editing systems. It is now possible to access any frame by entering directly the time-code or the descriptive metadata. An editor can, for example at the end of the day in the Olympic Games, easily retrieve all the clips related to the players who received a gold medal.

Basic techniques

The non-linear editing method is similar in concept to the "cut and paste" techniques used in film editing or in IT. However, with the use of non-linear editing systems, the destructive act of cutting of film negatives is eliminated. It can also be viewed as the



audio/video equivalent of word processing, which is why it is called desktop video editing in the consumer space.

Broadcast workflows and advantages

Video and audio data are first captured to video servers, other hard disk-based systems, or other digital storage devices. The data are either direct to disk recording or are imported from another source (trans-coding, digitizing, transfer). Once imported, the source material can be edited on a computer using application software, any of a wide range of video editing software. For a comprehensive list of available software, see list of video editing software, whereas comparison of video editing software gives more detail of features and functionality.

In non-linear editing, the original source files are not lost or modified during editing. This is one of the biggest advantages of non-linear editing compared to linear editing.

Professional editing software records the editor's decisions in an edit decision list (EDL) that is exportable to other editing tools. Many generations and variations of the original source files can exist without storing many different copies, allowing for very flexible editing. It also makes it easy to change cuts and undo previous decisions simply by editing the edit decision list (without having to have the actual film data duplicated). Generation loss is also controlled, due to not having to repeatedly re-encode the data when different effects are applied.

In comparison with the linear method of tape-to-tape editing, non-linear editing offers the flexibility of film editing, with random access and easy project organization. With the edit decision lists, the editor can work on low-resolution copies of the video. This makes it possible to edit both standard-definition broadcast quality and high definition broadcast quality very quickly on desktop computers that may not have the power to process huge full-quality high-resolution data in real-time.

The costs of editing systems have dropped such that non-linear editing tools are now within the reach of home users. Some editing software can now be accessed free as web applications; some, like Cinelerra (focused on the professional market)



and Blender3D, can be downloaded as free software; and some, like Microsoft's Windows Movie Maker or Apple Inc.'s i-Movie, come included with the appropriate operating system.

Accessing the material

The non-linear editing retrieves video media for editing. Because these media exist on the video server or other mass storage that stores the video feeds in a given codec, the editing system can use several methods to access the material:

- Direct access: the video server records feeds with a codec readable by the editing system, has an Ethernet connection and allows direct editing. The editor previews material directly on the server (which it sees as remote storage) and edits directly on the server without trans-coding or transfer. This method is new.
- Shared storage: the video server transfers feeds to and from shared storage that is accessible by all editors. Media in the appropriate codec on the server need only transferred. If recorded with a different codec, media must be trans-coded during transfer. In some cases (depending on material), files on shared storage can be edited even before the transfer is finished.
- Importing: the editor downloads the material and edits it locally. This method can be used with the previous methods

Edit decision list

An **edit decision list** or **EDL** is used in the post-production process of film editing and video editing. The list contains an ordered list of reel and time-code data representing where each video clip can be obtained in order to conform the final cut.

EDLs are created by offline editing systems, or can be paper documents constructed by hand such as shot logging. These days, linear video editing systems have been superseded by non-linear editing (NLE) systems which can output EDLs electronically to allow auto conform on an online editing system – the recreation of an edited programme from the original sources (usually video tapes) and the editing decisions in the EDL.



They are also often used in the digital video editing world, so rather than referring to reels they can refer to sequences of images stored on disk.

Some formats, such as CMX3600, can represent simple editing decisions only. Final Cut Pro XML, the Advanced Authoring Format (AAF), and AviSynth scripts are relatively advanced file formats that can contain sophisticated EDLs.

Various Formats of Video

DV

Another leap came in the late 1990s with the launch of DV-based video formats for consumer and professional use. With DV came IEEE 1394 (FireWire/iLink), a simple and inexpensive way of getting video into and out of computers. Users no longer had to convert video from analogue to digital—it was recorded as digital to start with—and FireWire offered a straightforward way to transfer video data without additional hardware or compression. With this innovation, editing became a more realistic proposition for standard computers with software-only packages. It enabled real desktop editing producing high-quality results at a fraction of the cost of other systems.

HD

In early 2000, the introduction of highly compressed HD formats such as HDV has continued this trend, making it possible to edit HD material on a standard computer running a software-only editing application.

Avid is still considered the industry standard, with the majority of major feature films, television programs, and commercials created with its NLE systems.^[7] Final Cut Pro received a Technology & Engineering Emmy Award in 2002 and continues to develop a following.

Avid has held on to its market-leading position in the advent of cheaper software packages, notably Adobe Premiere in 1992 and Final Cut Pro in 1999. These three competing products by Avid, Adobe, and Apple are the foremost NLEs, often referred to as the A-Team.^[8] With advances in raw computer processing power, new products have appeared including NewTek's software application SpeedEdit.

Since 2000, many personal computers include basic non-linear video editing software free of charge. This is the case of



Apple iMovie for the Macintosh platform, various open source programs like Kdenlive and PiTiVi for the Linux platform, and Windows Movie Maker for the Windows platform. This phenomenon has brought low-cost non-linear editing to consumers.

4K

As of 2014, 4K Video in NLE is fairly new, but it is being used in the creation of many movies throughout the world, due to the increased use of advanced 4K cameras such as the Red Camera. Examples of software for this task are Avid Media Composer, Apple's Final Cut Pro X, Sony Vegas, Adobe Premiere, VSDC Free Video Editor, and Edius. Open source Video editing software also responds the 4K format.

Unit Summary



Summary

In this unit you learned the basic principle of Editing. You will be able to edit your own video using Non linear video editing. You can understand about various processes of Linear and non-linear video editing. You have a basic idea about different format used during editing workflow.

Assignments



Assignments

1. Explain difference between Linear & Non-linear Video Editing?
2. List the steps to follow during editing?
3. Describe the use of Ambience sound in editing.
4. What is the aspect ratio of DV, HD and 4K video?
5. What is Online and Offline editing?
6. Why color correction is important in Post production?
7. What is the role of Time-code (TC) in editing?
8. What is EDL?
9. Which is easier for you? LE or Non-LE?
10. Name 2 Bollywood film editor who became Director?

Resources



Reading

1. <http://www.mediacollege.com>
2. Video Production by Vasuki Belavadi (Oxford University Press)
3. Television Field Production And Reporting by Fred Shook (PEARSON Education)
4. www.wikipedia.org
5. www.documentmx.com

Unit 2

Crew Members and Equipments

Introduction

Post production activity is the phase where the film actually takes shape. Most people assume that post-production activity ends with editing the film. It involves a lot of other work like sound mixing, colour correction and mastering which required experienced individual to complete the process. After all, we do not produce a video just for ourselves, we may want to distribute it through DVD, compressed video for website or even get it telecast and exhibits.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Know about the persons involved in Editing
- Understand the grammar and functions of video editing
- Setup editing machine
- Choose different editing techniques

Terminology



Terminology

Capture Device:

A hardware or firmware device used to convert analogue video into digital video.

Compressors & Codec's:

Software or firmware used to compress and decompress digital video. Compression makes the file size smaller.

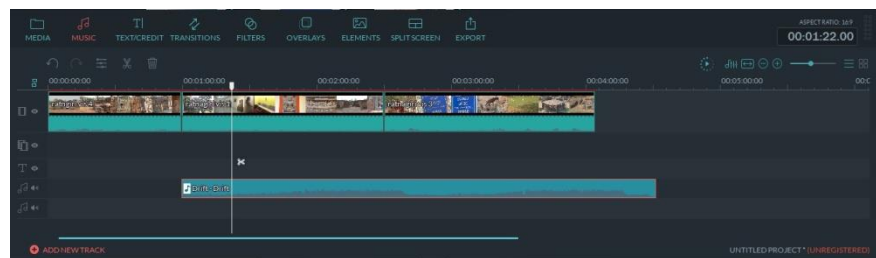
Encoding:

The process of converting digital video into a particular format, for example, saving a video project in MEG-2 format for DVD distribution.

Layering:	Adding multiple layers of superimposed video.
Transition:	The way one shot changes to the next.
Non Linear Editing:	An editing method which uses computer software to edit the footage.

The Editing Process

Video editing is the process of controlling and reworking video shots to make another work. Editing is typically thought to be one a player in the post-production process — other post-production undertakings incorporate titling, color correction, sound mixing, and so on.



Title-Screenshot of NLE Timeline

Many people use the term editing to describe all their post-production work, especially in non-professional situations.

- Rearranging, adding and/or removing sections of video clips and/or audio clips.
- Applying colour correction, filters and other enhancements.
- Creating transitions between clips.

The Principle of Editing

There are numerous motivations to alter a video and your editing approach will rely upon the coveted result. Before you start you should plainly characterize your editing objectives, which could incorporate any of the accompanying:

Evacuate undesirable footage

This is the least difficult and most basic undertaking in editing. Numerous videos can be significantly improved by essentially disposing of the imperfect or undesirable bits.

Pick the best footage



It is regular to shoot significantly more footage than you really require and pick just the best material for the final alter. Frequently you will shoot a few variants (takes) of a shot and pick the best one when editing.

Create a flow

Most videos fill a need, for example, recounting a story or providing data. Editing is an essential advance in ensuring the video flows in a way which accomplishes this objective.

Include effects, graphics, music, and so on

This is frequently the "stunning" some portion of editing. You can improve most videos (and have a considerable measure of fun) by including additional components.

Adjust the style, pace or state of mind of the video

A decent editorial manager will have the capacity to create unobtrusive mind-set prompts in a video. Procedures, for example, inclination music and visual effects can impact how the gathering of people will respond.

Give the video a specific "angle"

Video can be custom fitted to help a specific viewpoint, grant a message or serve a plan.

People involved in Post-production

Editor

The editor works under the supervision of the director and executive producer to gather the movie. Particular obligations will include:

- (I) To gather the footage into progressive cuts until the point when a final cut is achieved,
- (II) To assist the DP (Director of Photography) with color correction and other post-production effects,
- (III) To make the output of the final cut to a few organizations.

Assistant Editor



The assistant editor functions as an assistant to the editor, helping him/her with by logging and catching footage, sorting out and overseeing media as a team with the script supervisor's log. Particular obligations will include:

- Logging and capture media.
- Preparing harsh cut alter on timetables for the director.
- Managing media in a joint effort with the script supervisor's log.
- Maintaining an arrangement of reinforcements.
- Assisting with compression and multi-format output

Compositing

Lead Compositor/Visual Effects Supervisor

The lead compositor works under the supervision of the director, DP, and art director and in a joint effort with the editor to outline and execute compositing effects. Particular obligations will include:

- (I) Supervision of all compositing work,
- (II) Assist the art director and DP in the innovative and specialized outline of composite shots,
- (III) To actualize the composite shots

Compositors

The compositors work under the supervision of the lead compositor and the art director to actualize compositing effects. Particular obligations will include:

- (I) Digital scrubbing and cleaning
- (II) Implementation of composite shots

Sound/Music

Sound Designer

The sound designer, working in conjunction with the director, is in charge of the ideation and formation of the general soundtrack of the movie. The sound architect regulates the blend of music,



dialog, ADR, Foley, and sound effects.

Sound designer's work also includes:

- Realization of sound effects, textures, and landscapes
- Supervision of the mix for different output formats

Sound Composer

The composer composes unique music to be heard in the film, both diegetic and non-diegetic. Particular obligations will include:

- (I) Writing music as requested in both pre and postproduction,
- (II) Supervising the recording of the music

Mixing Engineer

The mixing engineer, under the supervision of the sound designer, blends the general soundtrack into its last blends for an assortment of yield formats. Particular obligations will include:

- (I) Mixing sound in stereo and additionally multi-channel formats, for home framework and theatrical discharge.
- (II) Preparing last mix for mastering audio.

Foley Artist

The Foley artist makes sound effects to go with particular visual items, developments, and sound sources, for example, footsteps or punches. Particular obligations will include: Generating and recording sound to go with particular on-screen sound sources.

Different Types of Video Editing

There are a few diverse approaches to alter video and every technique has its upsides and downsides. Albeit most editors choose computerized non-linear altering for most ventures, it bodes well to have a comprehension of how every strategy functions.

Film Splicing

Actually this isn't video editing, it's film editing. Be that as it may, it is justified regardless of a say as it was the main method to alter moving pictures and theoretically it shapes the premise of all video editing.



Title-Film Splicer

Attribution-[DRs Kulturarvsprojekt](#)

Source-[Dr. Cattozzo film splicer](#)

Link-

[https://commons.wikimedia.org/wiki/File:Dr. Cattozzo film splicer \(6498607259\).jpg](https://commons.wikimedia.org/wiki/File:Dr._Cattozzo_film_splicer_(6498607259).jpg)

Traditionally, the film is altered by cutting segments of the film and adjusting or disposing of them. The procedure is exceptionally clear and mechanical. In principle, a film could be altered with a couple of scissors and some joining tape, in spite of the fact that in all actuality, a grafting machine is the main down to earth arrangement. A grafting machine permits film footage to be arranged and held set up while it is cut or joined together.

Tape to Tape (Linear)

Linear editing was the first technique for editing electronic video tapes, before editing PCs ended up noticeably accessible in the 1990s. Despite the fact that it is not any more the preferred choice, it is as yet utilized as a part of a few circumstances.

In linear editing, video is selectively copied from one tape to another. It requires at least two video machines connected together — one acts as the source and the other is the recorder. The basic procedure is quite simple:

1. Place the video to be edited in the source machine and a blank tape in the recorder.
2. Press play on the source machine and record on the recorder.

The idea is to record only those parts of the source tape you want to keep. In this way desired footage is copied in the correct order from the original tape to a new tape. The new tape becomes the edited version.



This method of editing is called "linear" because it must be done in a linear fashion; that is, starting with the first shot and working through to the last shot. If the editor changes their mind or notices a mistake, it is almost impossible to go back and re-edit an earlier part of the video. However, with a little practice, linear editing is relatively simple and trouble-free.

Digital/Computer (Non-linear)

In this strategy, video footage is recorded (caught) onto a PC hard drive and afterward altered utilizing specific programming. Once the editing is finished, the completed item is recorded back to tape or optical plate.

Non-linear editing has numerous noteworthy favorable circumstances over linear editing. Most quite, it is an exceptionally adaptable technique which enables you to roll out improvements to any piece of the video whenever. This is the reason it's called "non-linear" — in light of the fact that you don't need to alter in a linear manner.

A standout amongst the most troublesome parts of the non-linear advanced video is the variety of equipment and programming alternatives accessible. There are additionally a few normal video principles which are inconsistent with each other, and setting up a strong editing framework can be a test.

The exertion is justified, despite all the trouble. In spite of the fact that non-linear editing is more hard to learn than linear, once you have aced the nuts and bolts you will have the capacity to do considerably more, substantially speedier.

Live Video Editing

In a few circumstances, multiple cameras and other video sources are directed through a focal mixing console and altered progressively. Live television coverage is a case of live editing.

Live editing is a reasonably expert theme and won't concern a great many people.

Requirement for a Non Linear Edit Suite

To edit video on a PC you will require:

- A source device to play the first tape or circle. Commonly a VCR or camera.

- A PC with at any rate these specs: Intel Core i5 processor/4 GB RAM/Fast hard drive with 1 TB or all the more free space and a devoted illustrations card like AMD Radeon or Nvidia GeForce.

Note: If you need OK comes about, you'll require significantly higher specs. Some editing programming requires a superior PC to try and work legitimately.

- A video capture device. To capture video from a simple source, (for example, VHS or Video8) you require a device to change the video into an advanced organization. This can be an independent device which connects to the PC or a video capture card which turns out to be a piece of the PC.

In the event that you are utilizing a source device which yields a computerized flag, (for example, Firewire or USB) you needn't bother with a capture device, yet you do need to ensure your PC has the fitting info accessible.

- Connecting prompts to connect the source device to the capture device or PC.
- Software to control the catching, editing and outputting.
- A video screen (or television).

We'll return to the product on the following page. Before we start, let's look with, the hardware and physical connections. There are different alternatives relying upon your equipment.

Connectors



Title-Firewire Connector

Attribution- Mikkel Paulson

Link- https://commons.wikimedia.org/wiki/File:FireWire_cables.jpg

The main work is to connect your video camera straightforwardly to your PC by means of a computerized link, for example, Firewire or USB. These connections and enable you to "dump" footage



straight from the camera to the hard drive. This is a helpful and cheap approach to work. Counsel your camera manual for points of interest.

On the off chance that your camera doesn't have a digital output, however, has simple AV output, you can utilize a capture device.

In the event that your camera doesn't have any video outputs whatsoever, you should utilize a VCR as the source device.

Connection between Computer & VCR

A VCR is utilized for the source gadget, associated with a computer with the assistance of capture card. A video monitor (or TV) is utilized to monitor the videos. Sound can be monitored with the TV speakers, a separate sound framework or with an earphone.

1. If the VCR has at least two AV outputs, utilize one of the outputs to plug as AV input for monitoring. On the off chance that there is just a single AV output, utilize the RF (aeronautical) output rather, and utilize the AV output for the subsequent stage.
2. The second AV output of the VCR plugs into the AV input of the computer's capture card.
3. The AV output of the capture card plugs into the AV input of the VCR.

In this system, footage is played from the VCR to the computer, edited and after that played again from the computer to the VCR (for recording).

Amateur Editing Suite

This suite is meant for editing of home videos, DVDs, television-quality productions, and authoring for internet upload.

Different Editing Software

Choosing which video editing software to utilize isn't simple. There is an enormous range available, from exceptionally fundamental applications, for example, Windows Movie Maker to proficient bundles, for example, Final Cut Pro, ULead Media Studio, Avid and Adobe Premiere.



For many people, the primary imperative is cash. Best editing software is costly and frequently requires an extravagant computer to run adequately. Clearly the more cash you can spend the better, however you can accomplish sensible outcomes with ease software.

Exceptionally modest or free software (e.g. Windows Movie Maker) has a tendency to be exceptionally restricted and to some degree unfeasible. In the event that you are at all genuine you should spend some cash.

Note that numerous capture gadgets and cameras accompany their own editing software, or maybe a constrained adaptation of an expert bundle. This can be a financially savvy approach to begin.

Working method of Editing Software

Mainly editing software does the basic three things:

1. Capture
2. Edit
3. Output

This implies the software controls the capturing (recording) of the footage, gives an approach to edit the footage, and enables the completed item to be output to a recording device, for example, a VCR or DVD.

On the off chance that you like, you can utilize isolate software for catch or output, yet at first, you will presumably think that its more helpful to utilize a similar program for all assignments.

What is a project?

The term “project” may vary one non linear editing software to another. A project is a compilation of different elements like-video clips, audio clips, titles, gfx, animations, sound effects, still images etc from start to finish.

The project likewise incorporates data about how these components are orchestrated in the edit. As a result, a project comprises of all the individual components and directions on how they are assembled. When you make a video project, you import or catch the components you require, at that point mastermind them in the request you need (including effects and different treats on the off chance that you like).



What to Look For in Editing Software

1. Make beyond any doubt it is good with your hardware and operating system.
2. Check the catch, import and fare alternatives. Ensure it can deal with the configurations and determination you need to utilize.
3. Does the software take into account layering and effects? What other propelled highlights does it have?
4. Is there some other software packaged with the bundle (e.g. sound editing)?
5. Is it perfect with other regular software (e.g. Adobe Photoshop)?

Digitising/Capturing Video in NLE

Once your edit system is set up effectively, you have to record (catch) the footage from the source machine (e.g. camera or VCR) onto the PC's hard drive. The catch procedure goes this way:

Turn everything on and dispatch the video catch software. Precisely how this functions will rely upon your software, yet by and large you will have a menu choice to open a catch window.

Press "play" on the source machine. In the event that fortunes is your ally the catch window will demonstrate the photo originating from the source. If not, counsel your software enable record to perceive what you to need to do.

Search for a record or catch in the catch window. Essentially click this catch to record (similarly as you would press the record catch on a VCR). Continue recording until the point that you have all the footage you need. As a rule you will need to catch just the footage you are probably going to require, however it is smarter to catch more footage than less — you can dispose of undesirable clips later.

When you have caught every one of the footages, spare the video file(s) to your hard drive.



The Editing Workspace

Once you have done your capturing of footages, you can ready to start your project.

Almost every professional/amateur non linear editing software have same type interface like- project window, monitor window, Timeline, effects controls etc. But the terminology may be varied. The most straightforward approach to organize components on the course of events is to move them from the project window. You would then be able to modify the components, for instance, trim video clasps to make them shorter or decrease the volume of sound clasps. You can adjust components as much as you prefer and review the outcomes previously finishing them.

Any great software bundle will likewise enable you to include different layers of video, sound and graphics which can be mixed and superimposed to make different effects.

Before you start editing you should read the manual of that software carefully.

Creating Video output

Since you have wrapped up your artful editing and you have your timeline all concluded, you are prepared to output the video record. The two most normal approaches to do this are:

1. Encode the video to a computerized arrangement, for example, MPEG-2 and record it specifically to DVD or other optical disk.
2. Output the video through your PC's video card to a recording device, for example, a VCR.

Once more, you should counsel your software/hardware manual for particular guidelines.



Unit summary



Summary

In this unit you learned the process of Editing. Able to know the role of all the members involved in editing. How to install an editing machine. Various technical term used during the editing process.

Assessment



Assessment

1. What is the role of Editor & Asst. Editor in Post production?
2. What is the main work of a Composer?
3. Describe the job of Foley Artist.
4. What is Live editing?
5. Why a monitor is important during editing?
6. What is Transition?
7. Why a clip shows offline on timeline during editing?
8. What is the most general purpose of editing software?
9. What is the minimum system configuration required for a professional editing work?

Resources



Reading

6. <http://www.mediacollege.com>
7. Video Production by Vasuki Belavadi (Oxford University Press)
8. Television Field Production And Reporting by Fred Shook (PEARSON Education)
9. www.wikipedia.org
10. www.documentmx.com

Unit 3

Editing & other things

Introduction

Editing is so important to the visual storytelling process because it duplicate the manner in which the mind sees. We all edit reality with our eyes and mind. The art of editing lies therefore in creating illusion and new realities, new relationship and controlling emotional responses. No matter in which software you are doing the editing work, it's always the mind game. The final product should be communicative and informative. Editing is to be done in mind, software is the tool only.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Get a whole idea about Editing using OPENSHOT Video Editor
- Understand the tools and project setting
- Learn about color correction
- Final output in different format
- How to make promotion and publicity of your own film

Terminology



Terminology

Effect:

In addition to the many clip properties which can be animated and adjusted, you can also drop an effect directly onto a clip.

Transition:

A transition is used to gradually fade (or wipe) between two clips

Color grading:

It is the process of altering and enhancing the colour of a motion picture, video image, or still image either electronically, photo-chemically or digitally.



Audio balance: Re-arranging the audio track i.e. voiceover, bgm and ambience track in such a manner that is clearly audible to the viewers.

About Open Shot Video Editing Software

Open Shot Video Editor is an open-source video editor, available on Linux, Mac, and Windows platform. You can create stunning videos, films, and animations by using Open Shot Video Editor. It has a user friendly interface and flexible set of features.

System Requirements

Every Video editing system needs large memory, advance CPUs, and fast hard disks. Here are the basic system requirements to run Open shot Video Editor:

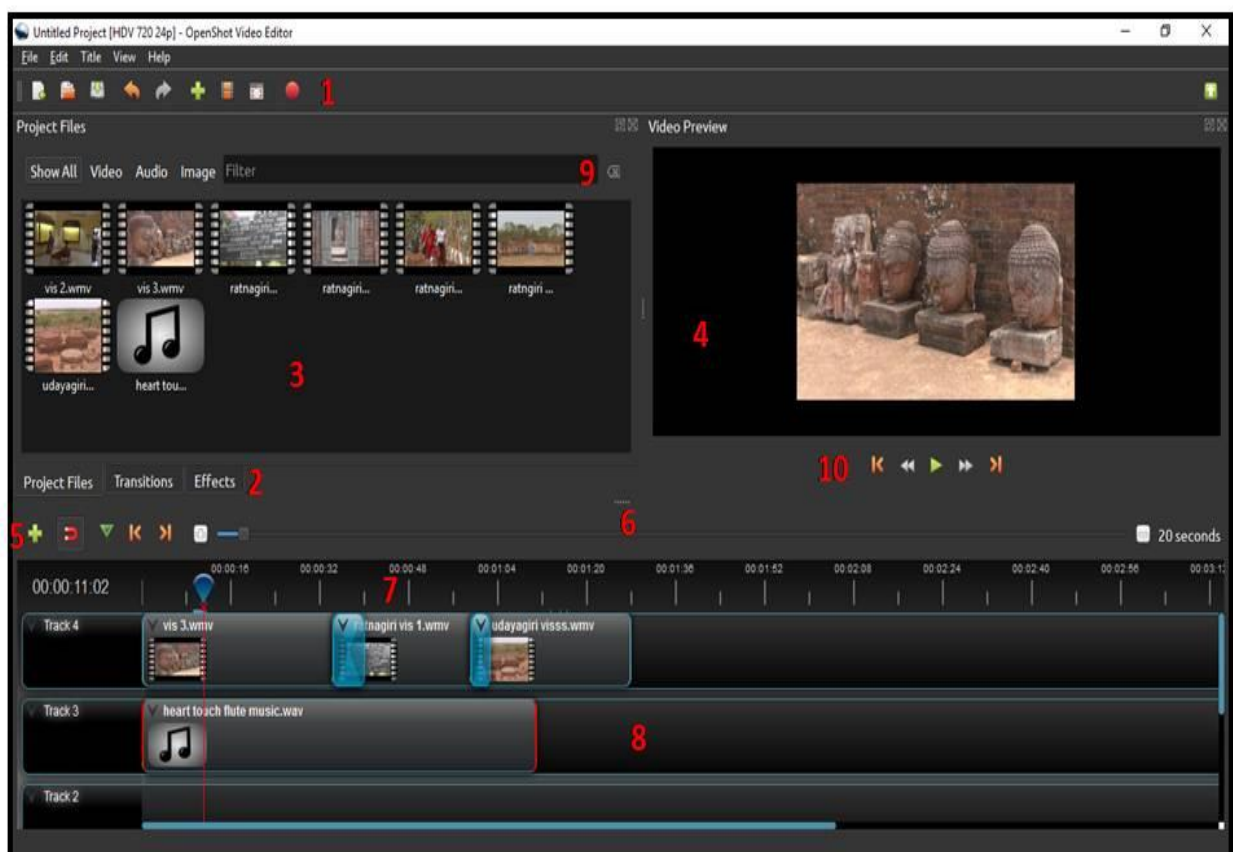
- 64-bit Operating System (Linux, OS X, Windows 7/8/10)
- Multi-core processor with 64-bit support
- 4GB of RAM (16GB recommended)
- Minimum 500 MB of hard-disk space for installation
- Optional: Solid-state drive (SSD), if utilizing disk-caching (and an additional 1 TB of hard-disk space)

Main Features

- It's a Cross-platform software that Supports Windows, MAC OS X, and Linux.
- It Supports multiple video, audio, and image formats
- You can create attractive curve-based Key frame animations
- It supports desktop integration (drag and drop support)
- It has Unlimited tracks / layers
- Clip resizing, scaling, trimming, snapping, rotation, and cutting options are available in this software.
- It has Video transitions with real-time previews options.
- Compositing, image overlays, watermarks are easily can be done.
- Title templates, title creation, sub-titles can be done here.
- It supports 2D animation (image sequences).
- 3D animated titles are possible with effects.

- It has SVG friendly facility to create and include vector titles and credits.
- It can Scroll motion picture credits.
- Like any other editing software it has advanced Timeline options that include Drag & drop, scrolling, panning, zooming, and snapping.
- Time-mapping and speed changes on clips (slow/fast, forward/backward, etc...) is easily can be done.
- You can mix and edit audio.
- Digital video effects, and color correction options including brightness, gamma, hue, greyscale, chroma key (blue screen / green screen), and many more are available in this software.

Main Window





SL. no.	Name	Interpretation
1	Main Toolbar	Contain buttons to open, save, export your project
2	Function Tabs	A switch between project files, Transition and Effects
3	Project Files	It shows all video, audio and image files.
4	Preview Window	Playback video will show here.
5	Edit Toolbar	It contains buttons that is used for adding tracks, snapping, markers and jumping between markers.
6	Zoom Slider	This will adjust the time scale of the timeline.
7	Play-head/Ruler	This shows the current playback position.
8	Timeline	This shows the each track, each clip, transition, effects, titles and graphics.
9	Filter	It is used for finding, what you are looking for.
10	Playback arrows	It shows the play, pause, rewind, forward, jump to start, jump to end arrow to control the playback.

Keyboard shortcuts to work faster

Shortcut	Action
Ctrl+H	About OpenShot
Ctrl+M	Add Marker
Ctrl+Shift+T	Add Track
Ctrl+W	Add to Timeline
Ctrl+B	Animated Title
Ctrl+P	Choose Profile
Ctrl+C	Copy
Delete	Delete Item
Backspace	Delete Item
Ctrl+D	Details View
Ctrl+E	Export Video
L	Fast Forward
F11	Fullscreen
Ctrl+F	Import Files
Ctrl+End	Jump to End
Ctrl+Home	Jump to Start
Ctrl+N	New Project
Right	Next Frame
Ctrl+Right	Next Marker
Ctrl+O	Open Project
Ctrl+V	Paste
Space	Play/Pause Toggle
Up	Play/Pause Toggle



Down	Play/Pause Toggle
K	Play/Pause Toggle
Ctrl+Shift+P	Preferences
Left	Previous Frame
Ctrl+Left	Previous Marker
Ctrl+I	Properties
Ctrl+Q	Quit
Ctrl+Y	Redo
J	Rewind
Ctrl+S	Save Project
Ctrl+Shift+S	Save Project As...
Ctrl+A	Select All
Ctrl+Shift+A	Select None
Ctrl+K	Slice All: Keep Both Sides
Ctrl+L	Slice All: Keep Left Side
Ctrl+J	Slice All: Keep Right Side
Ctrl+G	Toggle Snapping
Ctrl+X	Split Clip
Ctrl+Shift+D	Thumbnail View
Ctrl+T	Title Editor
Ctrl+Z	Undo
=	Zoom In
-	Zoom Out
Ctrl+Scroll	Zoom In/Out
Ctrl+Middle Button	Scroll Timeline

How to Import Files to the Project

Name	Functions
Drag and Drop	Drag and drop the files from your file manager (file explorer, finder, etc...)
Right Click->Import	Right click in the Project Files panel, choose Import Files...
File Menu->Import	File menu->Import Files...
Import Files Toolbar	Click the Import Files... toolbar button (on the top menu)

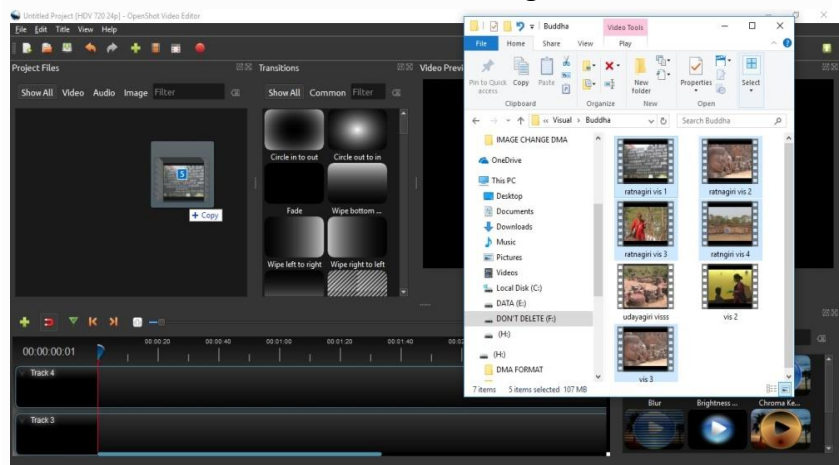
Quick operation Manual

It is very to operate and use Open shot Video Editor. It is very easy to make a five minutes output from your images or videos that you have shot previously.

- a- Importing Files(Photos & Music)
- b- Working in Timeline
- c- Adding Background Music to create mood
- d- Adding titles
- e- Finalising your project
- f- Export your project

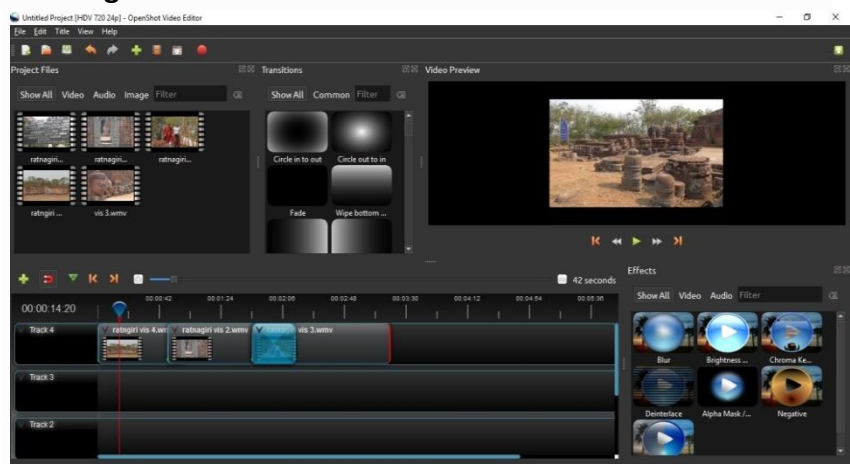
a- Importing Files(Photos & Music)

Before we can start making a video, we have to import records into Open Shot. Intuitive a couple of pictures (JPG, PNG etc...) and a music record (most configurations will work) from your Desktop to Open Shot Video Editor. Make sure to drop the documents where the arrow is indicating.



Screenshot

b- Working in Timeline



Screenshot

Next, drag each visual onto the timeline. The timetable speaks to your last video, so arrange or sort your photographs in whatever grouping you need them to show up in your video. In the event that you cover two clips, Open Shot Video Editor will naturally make a smooth transition between them, showed by blue rounded rectangles between the clips. Keep in mind, you can improve the clips the same number of times as required by essentially moving them.

c- Adding Background Music to create mood

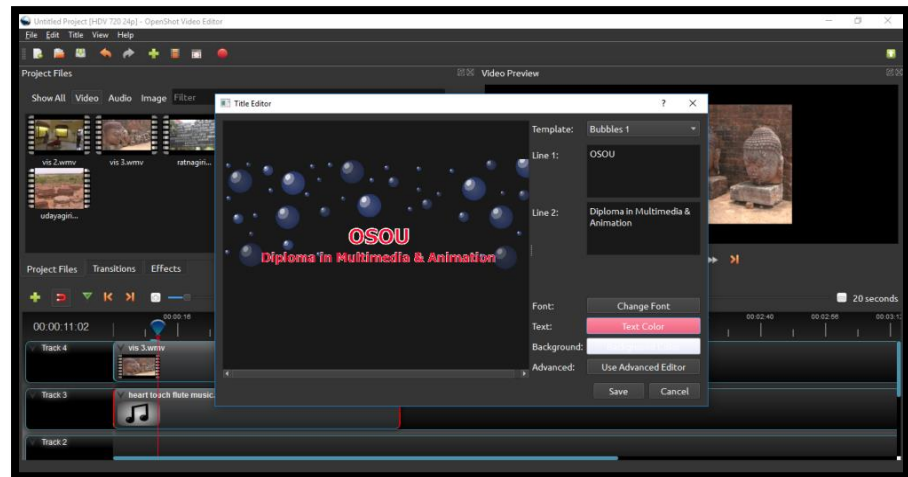
To influence your photograph to slide indicate additionally intriguing, you have to include some music. You ought to have imported a music record in stage 1. Tap on the music document, and drag it onto the timeline. In the music is too long, get the correct edge of your music clip, and resize it littler.



Screenshot

d- Adding titles

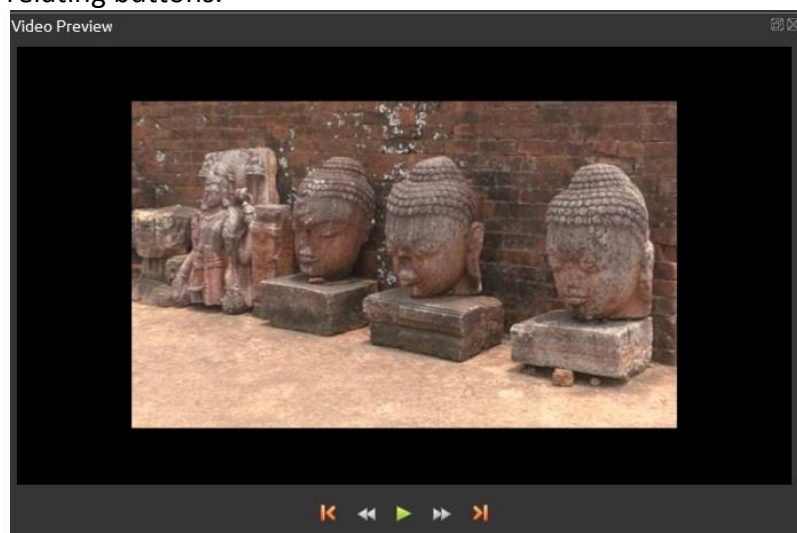
Including text and titles in a video is a vital part of video editing, and Open Shot accompanies a simple to utilize Title Editor. Utilize the Title menu (situated in the main menu of Open Shot video editor) to dispatch the Title Editor. You can likewise utilize the keyboard shortcut Ctrl+T.



Screenshot

e- Finalising your project

To preview what our video looks and sounds like, click the Play catch under the preview window. You can likewise stop, rewind, and fast-forward your video venture by clicking the relating buttons.

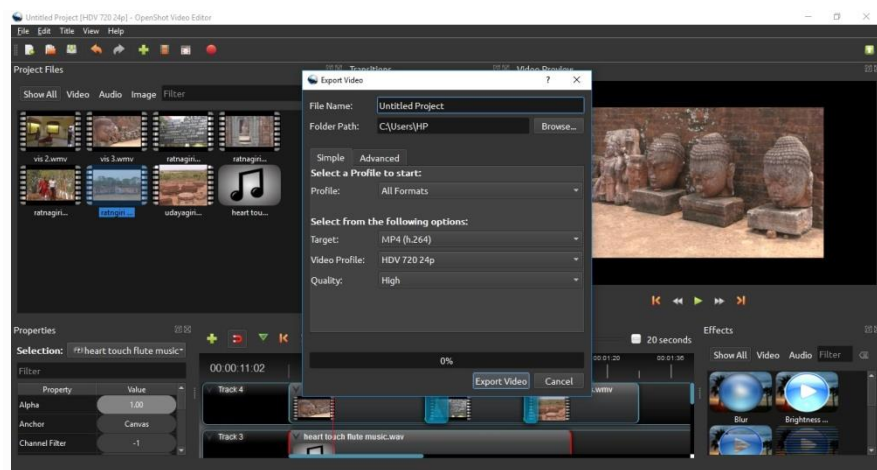


Screenshot

f- Export your project

When you are content with your photograph /video is ready, the subsequent stage is to export your video. This will convert your Open Shot venture into a solitary video document, which will take a shot at most media players, (for example, VLC) or sites, (for example, YouTube, WhatsApp and Facebook etc...).

Click on the Export Video icon at the highest point of the screen (or utilize the File > Export Video menu). Browse one of the numerous preset export choices, and click the Export Video button.



Screenshot

Now you have an essential understanding of how Open Shot functions. Importing, Arranging, Previewing, and Exporting. Read whatever is left of this learning material for a more point by point understanding of Open Shot software.

Color grading

Color grading is the process of adjusting and improving the color of a motion picture, video picture, or still picture either electronically, photo-chemically or carefully. Color grading envelops both color and the age of imaginative color effects. Regardless of whether for dramatic film, video dispersion, or print, color grading is by and large now performed carefully in a color suite. The prior photo-chemical film process, known as color timing, was performed at a photographic research facility.



Title-Coor grading

Attribution-[MichaelIMMR](#)

Source-

Link-

https://commons.wikimedia.org/wiki/File:Michael_Martinez_doing_color_correction_on_a_DaVinci_Resolve_Panel.jpg

Motion Tracking

When attempting to separate a color adjustment on a moving subject, the colorist customarily would have expected to physically move a mask to take after the subject. In its most basic shape, motion tracking programming computerizes this tedious process utilizing calculations to assess the motion of a gathering of pixels. These techniques most part gotten from match moving techniques utilized as a part of special effects and compositing work.

Digital Intermediate

Digital intermediate (regularly condensed to DI) is a motion picture completing process which traditionally includes digitizing a motion picture and controlling the color and other picture attributes. It regularly replaces or increases the photochemical planning process and is generally the last creative adjustment to a motion picture before distribution in theatres. It is distinguished from the telecine process in which film is scanned and color is controlled right on time in the process to encourage editing. However the lines amongst telecine and DI are persistently obscured and are regularly executed on similar equipment by



colorists of a similar foundation. These two stages are commonly part of the general color administration process in a motion picture at different focuses in time. A digital intermediate is additionally generally done at higher resolution and with more noteworthy color loyalty than telecine exchanges.

Albeit initially used to depict a process that began with film scanning and finished with film recording, digital intermediate is likewise used to portray color adjustment and color grading and even last acing when a digital camera is utilized as the picture source and/or when the last motion picture isn't yield to film. This is because of late advances in digital cinematography and digital projection innovations that endeavor to match film origination and film projection.

In traditional photochemical film completing, an intermediate is delivered by presenting film to the first camera negative. The intermediate is then used to mass-deliver the films that get distributed to theatres. Color grading is finished by shifting the measure of red, green, and blue light used to uncover the intermediate. This tries to have the capacity to supplant or increase the photochemical way to deal with making this intermediate.

The digital intermediate process utilizes digital apparatuses to color review, which considers substantially better control of individual colors and zones of the picture, and takes into account the adjustment of picture structure (grain, sharpness, and so on.). The intermediate for film generation would then be able to be created by methods for a film recorder. The physical intermediate film that is an aftereffect of the recording process is now and then additionally called a digital intermediate, and is normally recorded to internegative (IN) stock, which is naturally better grain than camera negative (OCN).

One of the key specialized accomplishments that made the transition to DI conceivable was the utilization of the 3D look-up tables (otherwise known as "3D LUTs"), which could be utilized to imitate how the digital picture would look once it was imprinted onto discharge print stock. This expelled a lot of talented mystery from the film-making process, and permitted more noteworthy opportunity in the color grading process while decreasing danger.

Publicity

Anybody with a camera, PC or advanced cell can make a film today. To collect production cash, you can sidestep organizations completely and go directly to the general population by means of



sites. It's likewise no longer extraordinary to do dramatic appointments and different types of distribution, from celebration positions to overseeing download and DVD deals, all alone and exposure.

However frequently, the professional writers and best faultfinders whom each filmmaker needs to achieve feel awkward managing direct. Setting up a relationship (one of the foundations of advertising) makes desires, and these media professionals must don't hesitate to react sincerely to a film, regardless of whether that reaction is negative. They consider irreconcilable circumstances important and will make a special effort to maintain a strategic distance from them. A different publicist gives an attractive unbiased support zone.

So in a perfect world, you should contract a professional publicist or dole out somebody to speak to you as a "whiskers" or go-between. In the event that you can't, tread delicately in any direct collaboration, particularly with prominent professional media. Endeavor to see the experience from their point of view and spotlight on genuine reasons why your task may be specifically noteworthy. Be exceptionally particular about how and why you approach them.

Regardless of whether you've employed a professional publicist, what you do unsupervised and all alone—particularly through postings on social media and funding sites—impacts the general advertising result. And it won't be useful.

Like film production, attention has its own particular peculiar rationale. It can be particularly disappointing and exhausting. Equipping yourself with a general understanding of some of reputation's subtle riddles is a decent method to take full advantage of your assets, regardless of how rare.

Unit summary



Summary

In this unit you learned the whole process of editing using Open Shot Editing Software. You will understand the various tools visual effect and transition. You can understand the process of colour correction. You have a got a basic idea about what steps should be taken for the publicity of a TV program.

Assessment



Assessment

- Make your own project setting in Open Shot start making a short film.
- Shoot an interesting story in your mobile in HD format and start editing using Open Shot editing software.
- Make a sepia color sequence using color grading in Open Shot.
- Try to make an “End Scroll” like Hollywood film using title tool.
- Make a montage sequence using BGM and ambience sound.
- Take some production photos and make a publicity plan for your film.
- Make a promo video using photographs of on location shooting.
- Make a list of recent Blockbuster Bollywood film using unique strategy for huge publicity i.e. Dangal of Amir Khan Production.

Resources



Reading

1. <http://www.mediacollege.com>
2. Video Production by Vasuki Belavadi (Oxford University Press)
3. Television Field Production And Reporting by Fred Shook (PEARSON Education)
4. www.wikipedia.org
5. www.documentmx.com

Unit 4

Transmission, Distribution & Rating

Introduction

Distribution is the important part of the Television Industry and Movie Business, it is the way a financier or a film producer gets back their returns. India is the fastest growing cable & satellite market in the world, with exciting growth for Television industry as well as Distribution Company.

Globally the broadcasting & distribution sector is moving from analogue to digital. DTH operators have already invested over 15,000 crores in India.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Get a whole idea about Film &TV Program Distribution
- Understand the process of transmission system in India
- Learn about Digital and Analog signal
- Get full idea about Digital satellite TV
- How to calculate TRP in TV channels in India

Terminology



Terminology

Distributor: A person who distributes the film through the theatres is called film distributor. The distributor buys the “distribution rights” from the producer, mostly in the very beginning itself or sometimes after previewing the final cut.

Exhibitor: A person who owned theatre is called an Exhibitor.

TRP: **(Television Rating Point)** is a tool provided to judge which programmes are viewed the most. This gives us an index of the choice of the people and also the popularity of a particular channel. For calculation purpose, a device is attached to the TV set in a few thousand viewers' houses for judging purpose.

Distribution

Film or TV distribution is the way toward making a TV program movie accessible for review by an audience. This is ordinarily the undertaking of a professional film distributor, who might decide the marketing strategy for the film, the media by which a film is to be displayed or made accessible for survey, and who may set the discharge date and different issues. The film might be displayed specifically to the general population either through a movie theatre or television, or personal home survey (counting VHS, video-on-demand, download, television programs through broadcast syndication). For business ventures, film distribution is generally joined by film promotion.

At the point when a film is at first produced, an element film is regularly appeared to audiences in a movie theatre. Commonly, one film is the highlighted presentation (or highlight film). Prior to the 1970s, there were "twofold highlights"; commonly, a high calibre "A photo" leased by an autonomous theatre for a single amount, and a lower-quality "B picture" leased for a level of the gross receipts. Today, the main part of the material appeared before the component film consists of sneak peaks for upcoming movies (otherwise called trailers) and paid advertisements.

Transmission

The standard release routine for a movie is controlled by a plan of action called "discharge windows". The discharge windows framework was first considered in the mid-1980s, on the very edge of the VHS home stimulation showcase, as a procedure to shield distinctive cases of a movie from contending with each other, enabling the movie to exploit diverse markets (cinema, home video, TV, and so forth.) at various circumstances.

In the standard procedure, a movie is first discharged through movie theatres (showy window), at that point, after roughly 16 and one-half weeks, it is discharged to VHS and VOD services (entering its video window). Following an extra number of months, it is normally discharged to Pay TV, and roughly two years after its



dramatic discharge date, it is influenced accessible for free-to-air to TV.

A concurrent discharge happens when a movie is made accessible on numerous media (cinema, DVD, internet...) in the meantime or with next to no distinction in timing.

Synchronous discharges offer incredible points of interest to the two consumers, who can pick the medium that most suits their requirements, and production studios that lone need to run one showcasing effort for all discharges. The other side, however, is that such distribution endeavours are regularly viewed as trial and in this way doing get generous investment or promotion.

Cinema proprietors can be influenced genuinely on the off chance that they need to share their chance window, particularly toward the start of the movie lifecycle, since, as indicated by Disney; around 95% of all box office tickets for a film are sold inside the initial a month and a half after introductory distribution.

A straight to video (or straight-to-DVD or straight-to-Blu-ray contingent upon the media whereupon the movie is influenced accessible) to discharge happens when a movie is discharged on home video groups, (for example, VHS, DVD, and so forth.) without being discharged in theatres to start with, accordingly not thinking about the "showy window".

Because of solid DVD deals, Direct-to-video discharges likewise made higher progress and have turned into a gainful market of late particularly for independent moviemakers and companies.

Internet look into is still new with regards to the film distribution platform. The volume of downloaded movies is hard to discover yet none thinks about to the considerably more problematical revelation of their root.

Internet investigate is still new with regards to the film distribution platform. The volume of downloaded movies is hard to discover yet none looks at to the considerably more problematical revelation of their root.

Various Methods of TV Transmission

There are a few kinds of TV transmission systems and that are:

1. Analogue Terrestrial TV
2. Digital Satellite TV
3. Cable TV

Advance technologies:

1. Digital terrestrial TV (DTTV)
2. High Definition Television (HDTV)
3. Pay-per-view
4. Video-on-demand
5. Web TV
6. IPTV

1. ANALOGUE TERRESTRIAL TV

The term refers to the modes of television broadcasting, which is not involved with satellite transmission or via underground cables. The main non-terrestrial method of conveying TV signals that not the slightest bit relied upon a signal beginning from a conventional terrestrial source started with the utilization of communications satellites amid the 1970s of the twentieth century.

Simple TV encodes the image and sound data and transmits them as a simple signal in which the message transmitted by the telecom signal is made out of amplitude as well as frequency varieties and tweaked into a VHF or UHF bearer.

The simple TV picture is "drawn" a few times on the screen (25 in PAL framework) all in all each time, as in a movie film, paying little heed to the substance of the image.

2. DIGITAL SATELLITE TV

Satellite television will be television signals delivered by methods for communications satellites and received by satellite dishes and set-top boxes. In numerous zones of the world it gives an extensive variety of channels and services, regularly to zones that are not serviced by terrestrial or cable suppliers.

Satellite television, like different communications relayed by satellite, begins with a transmitting radio wire located at an uplink facility which has large uplink satellite dishes, as much as 9 to 12 meters (30 to 40 feet) in width what results in more accurate pointing and increased signal quality at the satellite.

The uplink dish is indicated to a specific satellite and the uplinked signals are transmitted inside a specific frequency range, in order to be received by one of the transponders tuned to that frequency range on board that satellite, which 'retransmits' the signals back to Earth however at a different frequency band, a process known as "translation", used to evade interference with the uplink signal, typically in the C-band (4– 8 GHz) or Ku-band (12– 18 GHz) or both.

The down linked satellite signal, very weak in the wake of travelling the immense distance, is collected by a parabolic receiving dish, which reflects the weak signal to the dish's focal point where is a "down converter" device called LNB (low-noise block) that is essentially a waveguide that accumulates the signals, amplifies the relatively weak signals, filters the block of frequencies in which the satellite TV signals are transmitted, and converts it to a lower frequency range in the L-band range.

The evolution of LNB was a need, so the plans for micro strip based converters were adjusted for the C-Band exploiting its central outline that was the concept of a block for down conversion of a range of frequencies to a lower, and technologically more easily handled block of frequencies, the IF - intermediate frequency.



Title-DigitalTVSet top Box

Attribution-

Source-[Pepito5](#)

Link-https://commons.wikimedia.org/wiki/File:Tuner_DVB-T_Cabletech_URZ0083.jpg

The upsides of utilizing a LNB are that cheaper cable could be utilized to connect the indoor receiver with the satellite TV dish

and LNB and that the technology for handling the signal at L-Band and UHF was far cheaper than that for handling the signal at C-Band frequencies.

The shift to cheaper technology from the 50 Ohm impedance cable and N-Connectors of the early C-Band frameworks to the 75 Ohm technology and F-Connectors allowed the early satellite TV receivers to utilize what were in reality modified UHF TV tuners which selected the satellite television channel for down conversion to another lower intermediate frequency centred on 70 MHz where it was demodulated. This shift allowed the satellite television industry to change to a much more commercial large scale manufacturing one.

The satellite receiver demodulates and converts the signals to the coveted shape (yields for television, sound, data, etc.) and once in a while, the receiver includes the capability to unscramble or decrypt; the receiver is then called an Integrated Receiver/Decoder or IRD.

The cable connecting the receiver to the LNB must be of the "low loss" type, RG-6 or RG-11 and should not be utilized the standard RG-59 cable.

3. CABLE TV

Cable Television or Community Antenna Television (CATV) is a framework for distribution of audiovisual content for television, FM radio and different services to consumers through settled coaxial cables, maintaining a strategic distance from the traditional arrangement of radio broadcasting antennas (broadcast television) and have across the board utilize, mainly through the pay-TV services.

Technically, the cable TV involves the distribution of various television channels received and processed in a central location (known as head-end) to subscribers inside a community through a system of optical fibre or potentially coaxial cables and broadband amplifiers.

The utilization of different frequencies allows numerous channels to be disseminated through a similar cable, without discrete wires for each, and the tuner of the TV or Radio selects the coveted channel from among all transmitted.

A cable television framework starts at the head end, where the program is received (and some of the time began), amplified, and after that transmitted over a coaxial cable system.



The architecture of the system appears as a tree, with the "storage compartment" that carries the signals in the lanes, the "branches" carrying the signals for buildings and, finally, the "arms" carrying the signals to individual homes.

The coaxial cable has a bandwidth capable of carrying a hundred television channels with six megahertz of bandwidth each; however the signals decay quickly with distance, hence the need to utilize amplifiers to "recharge" the signals periodically to help them.

Backbone trunks in a local cable system frequently utilize optical fibre to limit noise and eliminate the requirement for amplifiers as optical fibre has considerably more capacity than coaxial cable and allows more projects to be carried without signal lost or commotion including.

The majority of the TV tuners can directly receive the cable channels, which are usually transmitted in the RF (radio frequency) band, be that as it may, numerous projects are encrypted and subject to a tariff itself and in such cases, you should install a converter between the cable and the receiver.

New technologies

1. DIGITAL TERRESTRIAL TV

Digital Terrestrial Television (DTTV or DTT) is an execution of digital television innovation to give a more prominent number of channels and additionally better nature of picture and sound utilizing aerial broadcasts to a conventional antenna (or aerial) rather than a satellite dish or cable connection.

The measure of data that can be transmitted (and consequently the quantity of channels) is specifically influenced by the modulation method of the channel.

The modulation method in DVB-T is COFDM with either 64 or 16 state Quadrature Amplitude Modulation (QAM). When all is said in done a 64QAM channel is fit for transmitting a more noteworthy piece rate, however is more helpless to impedance. 16 and 64QAM can be joined in a solitary multiplex, giving a controllable degradation to more imperative program streams. This is called hierarchical modulation.

New advancements in pressure have brought about the MPEG-4/AVC standard which will empower two top notch administrations to be coded into a 24 Mbit/s European terrestrial transmission channel.

DTTV is gotten through a digital set-top box, or coordinated accepting gadget, that translates the flag got by means of a standard aerial antenna, nonetheless, because of recurrence arranging issues, an aerial with an alternate gathering (ordinarily a wideband) might be required if the DTTV multiplexes lie outside the bandwidth of the initially introduced aerial.

2.HDTV

The HDTV is transmitted digitally and thusly its execution for the most part matches with the presentation of digital television (DTV), the innovation that was propelled amid the 1990s.

Albeit a few examples of top notch television have been proposed or actualized, the present HDTV guidelines are characterized by ITU-R BT.709 as 1080i (intertwined), 1080p (progressive) or 720p utilizing the 16:9 screen design.

What will be of enthusiasm for the not so distant future is top notch video, through the successors of the DVD, HD DVD and Blu-Ray (is normal that the last one will be embraced as a standard) and, subsequently, the projectors and LCD and plasma televisions sets and additionally retro projectors and video recorders with 1080p determination/definition.

Top notch television (HDTV) yields a superior quality picture than standard television does, in light of the fact that it has a more noteworthy number of line determination.

The visual data is somewhere in the range of 2 to 5 times more honed in light of the fact that the holes between the output lines are smaller or undetectable to the bare eye.

The bigger the extent of the television the HD picture is seen on, the more noteworthy the change in picture quality. On littler televisions there might be no perceptible change in picture quality.

The lower-case "i" attached to the numbers indicates interweaved; the lower-case "p" means progressive: With the



entwined scanning method, the 1,080 lines of determination are isolated into sets, the initial 540 interchange lines are painted on a casing and after that the second 540 lines are painted on a moment outline as far as odd and considerably number. If there should be an occurrence of the progressive scanning method at the same time shows each of the 1,080 lines on each edge, requiring a more prominent bandwidth.

3.PAY-PER-VIEW

Pay-per-view (frequently condensed PPV) offers a framework by which a television group of onlookers can buy events to view on TV-monitors by means of private broadcast of that occasion to their homes.

The telecaster demonstrates the occasion in the meantime to everyone requesting it (rather than video-on-demand frameworks, which enable viewers to see the occasion whenever) and can be acquired utilizing an on-screen direct, a mechanized telephone framework, or through a live client benefit delegate.

Events frequently incorporate feature films, sporting events, adult content movies and "uncommon" events.

4. VIDEO-ON-DEMAND

Download and streaming video-on-demand frameworks give the client a substantial subset of VCR functionality including pause, fast forward, fast rewind, slow forward, slow rewind, and jump to previous/future frame and so on. These functions are called trap modes.

For plate based streaming frameworks which store and stream programs from hard circle drive, trap modes require additional handling and storage on the piece of the server, since particular documents for fast forward and rewind must be stored.

Memory-based VoD streaming frameworks have the upside of having the capacity to perform trap modes straightforwardly from RAM, which requires no additional storage or CPU cycles on the piece of the processor.

It is conceivable to put video servers on LANs, in which case they can give extremely fast response to clients. Streaming video servers can likewise serve a more extensive group through a WAN, in which case the responsiveness might be diminished. Download VoD administrations are functional to homes furnished with cable modems or DSL connections.

5.WEB TV

Web TV or TV on the Internet is the transmission of a program through the Internet. It can be known "typical" TV channels or channels particularly intended for the Internet. Presently a day greatest individuals have web in their smart phone. They are extremely user friendly to observe any video content on you tube or some other stage.

Web TV, in an improved frame, is simply the provision of video and sound over the Internet and the best approach to help the transmission changes from the monitor of a PC using an iPod or a cell phone to the TV set on the off chance that one have the decoder.

6.IP TV

The current introduction of Television over Internet Protocol innovation, commonly known as IPTV, made a revolution on the distribution networks for TV signals, permitting dispose of a significant number of the issues related with a distribution network in view of coaxial cables, specifically those related with the degradation of signal, impedance, signal levels, and limit of the transmission of the channel's band.

Additionally, because of IP (Internet Protocol), will be conceivable the combination of a few interfaces in a multi-benefit unit and the communicate and distribution of assorted and changed administrations on a similar network, which previously required separated foundation, including: TV signals, telephone benefit and broadband Internet get to, setting a stage we know today as Triple Play.

Basically, the triple play concept isn't altogether new on the grounds that, as far as administrations, there are a few years prior that are accessible a few solutions joining a blend of TV administrations, telephony and Internet get to.

Studies demonstrate that the stir rate (intentional abandonment of administration) of the offer triple play endorsers is significantly lower than that watched when the voice, information and TV are sold on a non-convergent way.

Another factor is the advance in get to innovations and stages for bundle telephony and video. A variation of ADSL (unbalanced digital endorser line), known as ADSL2+, speaks to an adjustment in the viable performance of Internet connection on the first



organization, not to mention the later advancements, for example, VDSL (high-piece rate DSL).

The entrance over optical fibre in its more famous shape, known as PON (passive optical network), mirrors a considerably all the more brave path, brought about noteworthy interests in that innovation, looking for fast Internet access, voice and multi-channel of top notch TV union.

Advance in video distribution frameworks is on the much too. As of late, various innovations and advancements in the business of equipment and software frameworks for the TV business have begun to TV once again IP (otherwise called IPTV).

The main driver is incorporated stages consisting of set-top-boxes, servers and video content protection framework (DRM - digital rights management), together with suitable tools, middleware and charging, permit the provision of an assortment of TV benefits in a few arrangements, for example, streaming, video on demand and time-shifted TV, in view of a combination of fundamental IP networks and DSL or optical access frameworks.

In this context, the sophistication of calculations for compression of video signals has an applicable part. Systems, for example, MPEG-4 AVC (propelled video coding), for instance, empowers the transmission of signals in top quality TV over IP networks.

The look for a system to offer different play-based (double, triple, fourfold and so forth.) is an irreversible phenomenon in the communications business yet in the meantime it forces gigantic difficulties - especially as far as selection of innovation stages, control and regulation - opens an enormous horizon of conceivable outcomes, both free market activity.

RATING

Television content rating systems will be systems for assessing the content and announcing the reasonableness of television programs for youngsters, adolescents, or grown-ups. Numerous nations have their own particular television rating system and nations' rating forms shift by local priorities. Projects are rated by the association that deals with the system, the broadcaster, or the content producers.

A rating is typically set for every individual scene of a television arrangement. The rating can change per scene, system, rerun, and

nation. In that capacity, program ratings are normally not significant unless when and where the rating is utilized is said.

Television rating point for estimation objects is a gadget connected to the TV set in a couple of thousand watchers' homes for judging reason. These numbers are dealt with as an example from the general TV proprietors in various geographical and demographic sectors. It records the time and the program that a watcher watches on a specific day. At that point, the normal is taken for a 30-day time span, which gives the viewership status for a specific channel.

Television Rating Point (TRP) is an instrument gave to judge which programs are seen the most. This gives us a record of the decision of the people and furthermore the prevalence of a specific channel.

For count purpose, a gadget is connected to the TV set in a couple of thousand viewers' houses for judging purpose. These numbers are dealt with as sample from the general TV owners in various geographical and demographic sectors.

The gadget is called as People's Meter. It records the time and the program that a watcher watches on a specific day. At that point, the normal is taken for a 30-day time span which gives the viewership status for a specific channel.

Unit summary



Summary

In this unit you learned the whole process about Distribution of TV program. You will understand the various transmission systems in our country. You can understand the process of calculating TRP. You have a basic idea about traditional and modern method of calculating TRP.

Assessment



Assessment

1. Explain difference between Terrestrial TV and Digital satellite TV
2. How to connect your TV set with digital setup box?
3. In which format digital setup box encode signal receive from satellite?
4. Through which cable you will connect your TV with HD Digital setup box?
5. What is VOD? How it works?
6. What is the function of People's Meter?
7. What is TRP and how it has been calculated?

Resources



Reading

1. <http://www.mediacollege.com>
2. Video Production by Vasuki Belavadi (Oxford University Press)
3. Television Field Production And Reporting by Fred Shook (PEARSON Education)
4. www.wikipedia.org
5. www.documentmx.com



Odisha State Open University



Commonwealth of Learning

AUDIO VISUAL PRODUCTION

(Practical)



Diploma in
Multimedia and Animation (DMA)

DMA-05
BLOCK-5

Audio Visual Production

Block – V: Practical



ଓଡ଼ିଶା ରାଜ୍ୟ ମୁକ୍ତ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ସମ୍ବଲପୁର
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Audio Visual Production

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Course Overview

Welcome to Audio-Visual- Production

On completion of this module the learner will be able to manage a production, from initial stages to the conclusion utilising A/V production methods and paperwork alongwith understanding a script from concept through storyboarding, shot listing to final editing and utilising the basic principles of shot composition, lighting and shooting. He/she would also be able to demonstrate basics of camera technique and audio recording equipment and will be able to effectively record audio through camera and through standard audio recorders; utilise a digital non-linear editing system to edit video and audio effectively; understand and practically apply key principles of technical theory relevant to digital audio and video - formats, codecs, bit rates, transcoding etc.

Recording & Mixing of multi track audio

This unit will be like a practical guide for beginners like the recording engineers, producers, musicians etc. —anyone who wants to make better music recordings by understanding recording equipment and techniques. I hope to prepare you all for work in a home studio, a small professional studio, or an on-location recording session.

Script Writing & Budget Making

The purpose of this unit is to help you to make a proper budgeting process with specific examples to help you succeed in producing your own video.



It's helpful to consider the overall workflow of creating budget and script writing. Decisions such as what the major takeaway message of the video budgeting and scripting will be, what steps to use, and the sequence of budgeting and scripting each have effects on other aspects of the project. This can make it hard to know where to start.

Shooting for 5 minutes program

Shoot can help take your story from merely 'telling' to 'showing', and can be a very powerful teaching tool if used correctly.



It's helpful to consider the overall workflow of creating a video. Decisions such as what the major takeaway message of the video will be, what equipment to use and the sequence of filming each have effects on other aspects of the project.

Editing of 5 minutes program

Editing is an essential part of making any film or video. Capturing high-quality video has never been easier, but capturing video is only part of the storytelling process.

You will learn about color correction and grading, video effects and transitions, and more!

This video will provide a brief overview of this course.

Topic	YouTube link	QR Code
Video 1 – Budgeting, Set & Music Making	https://youtu.be/DMBJgmxtXtg	
Video 2 – Editing, Mixing, Color Correction of the Final Product	https://youtu.be/fSDjkc5E57k	



Course outcomes

Upon completion of Audio-Production you will be able to:



Outcomes

- Explain the Process of Sound Recording.
- Describe Voice Dubbing process.
- Use the software Celtx for scripting
- Plan to shoot News, Music Video, and Documentary.
- Practice the steps of Editing

Timeframe



How long?

This course will be completed within “2” classes.

This course is of “1” credits.

2 Hours of study time is required to complete this unit.

Study skills



Learning about the audio visual productions are a part of Multimedia Coaching. But, when it comes to creation of an output, there is no specific ABC formula for doing so. It is just like a painting in which the artists choose the colour and proportion according to the need, not as per a written plan.

In creating outputs for TV, Films etc. we have to utilize the software tools from one corner to another randomly. So for every project, the formula is different. There is no fixed recipe for all kind of output. So, the more and more you learn about the options, more variety you will get. Each and every option is explained step by step in the course material.

Apart from this course material, the learner has to adopt the tendency of learning from multiple sources i.e.,

- Internet tutorials

- Video tutorials on youtube
- Collaboration with people working in the industry etc.

Only classroom study will not make you a professional. You have to be active to grab the opportunity of learning wherever you get a chance.

Need help?



Help

In case of any help needed you can browse the internet sites like youtube.com for video tutorials about the subject.

Assignments



Assignments

There will be some assignments at the end of each unit.

These assignments are mostly practical based and should be submitted in CD or DVD. Theoretical assignments are to be submitted neatly written on A4 size sheet.

All assignments will be submitted to respective study centre of Odisha State Open University or as directed by Co-ordinator.

All assignment should be unit wise on separate CD/DVDs clearly mentioning course title and unit on Top. Theoretical Assignment will be neatly filed or spiral bind with cover clearly mentioning necessary information of course.



Assessments



Assessments

There will be “1” assessment for each unit.

All practical assessment will be submitted to OSOU.

Assessment will take place once at the end of each unit.

Learner will be allowed to complete the assessment within stipulated time frame given by the university.

Video Resources



Reading

This study material comes with additional online resources in the form of videos. As videos puts in human element to e-learning at the same time demonstrating the concepts visually also improves the overall learning experience.

















You can download any QR code reader from Google Play to view the videos embedded in the course or type the URL on a web browser.

Getting around this Course material

Margin icons

While working through this Course material you will notice the frequent use of margin icons. These icons serve to “signpost” a particular piece of text, a new task or change in activity; they have been included to help you to find your way around this Course material.

A complete icon set is shown below. We suggest that you familiarize yourself with the icons and their meaning before starting your study.

			
Activity	Assessment	Assignment	Case study
			
Discussion	Group activity	Help	Note it!
			
Outcomes	Reading	Reflection	Study skills
			
Summary	Terminology	Time	Tip



Unit- 1

Recording & Mixing of multi-track audio

Introduction

This unit will be like a practical guide for beginners like the recording engineers, producers, musicians etc. —anyone who wants to make better music recordings by understanding recording equipment and techniques. I hope to prepare you all for work in a home studio, a small professional studio, or an on-location recording session. Practical Recording Techniques offers up-to-date information on the latest music recording technology, such as hard-disk and Flash memory recorders, computer recording, loop-based recording, keyboard and digital workstations, MIDI, surround sound, Web audio, and online collaboration. But it also guides the beginner through the basics, showing how to make quality recordings with the new breed of inexpensive home-studio equipment.

Outcomes

Upon completion of this unit you will be able to:



Outcomes

- State the reasons for recording
- List the types of recording
- Name the software's for recording
- Plan to record an Audio

Terminology



Terminology

Ambience:	Room acoustics, early reflections and reverberation. Also, the audible sense of a room or environment surrounding a recorded instrument.
Control room:	The room in which the engineer controls and monitors the recording. It houses most of the recording hardware.
Delay:	The time interval between a signal and its repetition.
Effects:	Interesting sound phenomena created by signal processors, such as reverberation, echo, flanging, doubling, compression, or chorus.
Signal:	A varying electrical voltage that represents information, such as a sound.

Why Record?

Recording is a genuine service. Without it, individuals would be presented to substantially less music. They would be restricted to the intermittent live concert or to their own particular live music, played once and everlastingly gone.

With recordings, you can protect an execution for a huge number of listeners. You can hear a tremendous assortment of musical articulations at whatever point you need. Not at all like a live concert, a record can be played again and again for examination. Tapes or circles are likewise an approach to accomplish a kind of eternity. The Beatles might be gone, yet their music lives on.

Records can even uncover your advancing awareness as you develop and change. A PC audio file or CD remains the same physically, however you hear it contrastingly finished the years as your recognition changes. Recordings are a steady against which you can quantify change in yourself.



The Recording Chain

This SLM will demonstrate to you a review of current recording technology, enable you to pick the gear that best suits your necessities, and guide you in utilizing it to make incredible recordings. What's more, it will clarify the specialized language in plain English.

As a recording engineer, you're a key player. Your abilities enable craftsmen to understand their dreams in sound. Your miking techniques capture the energy of the execution, regardless of whether it's the gleaming suggestions of a string group of four or the sonic attack of an electric blues band. Your "post" work in the studio—adding effects, tweaking levels, and so forth.— will take the crude material of the execution and shape and mix it into a cleaned musical articulation. By mastering the technology and getting to be noticeably familiar with the audio tools nearby, you will produce exciting recordings that will amuse your customers and give you a genuine feeling of pride and accomplishment.

Types of Recording

Let's get started with some best ways to record music.

Live Stereo Recording

Here we will talk about for Record with a stereo microphone or two microphones into a recorder. This technique is most normal when used to record an orchestra, symphonic band, pipe organ, small ensemble, quartet, or soloist. The microphones get the general sound of the instruments and the concert-hall acoustics from a few feet away. You may utilize this moderate system to record a society group, shake group, or acoustic jazz group in a good-sounding room.

1. The musical instruments or voices make sound waves.
2. The sound waves go through the air and bob or reflect off the dividers, roof, and floor of the concert hall. These reflections include a satisfying feeling of openness.
3. The sound waves from the instruments and the room achieve the microphones, which convert the sound into electrical signals.

4. The sound quality is significantly influenced by mic method: microphone decision and situation.

5. The signals from the microphones go to a 2-track recorder. It might be a hard-drive recorder, CD-R burner, DVD-R burner, Flash memory recorder, or computer hard drive. The signal changes to a pattern stored on a medium, for example, attractive patterns on a hard disk. During playback, the patterns on the medium are converted once again into a signal. During recording, signals are stored along a track—a way or channel on the medium containing a recorded signal. A single medium can record one or more tracks. For instance, 2-track hard-disk recording stores two tracks on the hard disk, for example, the two different audio signals required for stereo recording.



Title- Live Recording

Source- www.metalworksinstitute.com

Attribution- Metalworks Institute

Link-

https://commons.wikimedia.org/wiki/File:Metalworks_Institute%27s_Recording_Studios_for_Student_Use.jpg

Live Mix Recording

This strategy is from time to time utilized with the exception of live broadcasts or recordings of PA mixes. Utilizing a mixer, you set up a blend of several microphones and record the mixer's yield

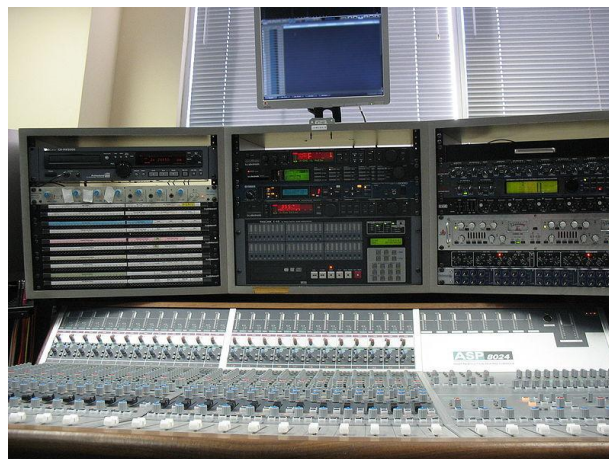


signal on a 2-track recorder (CD-R, Flash memory recorder, or computer hard drive). Each mic is near its sound source.

Multitrack Recorder and Mixer

Try to record with several mics into a mixer, which is associated with a multitrack hard-disk recorder. You record the signal of every microphone all alone track; at that point blend these recorded signals after the performance is finished. You can likewise record different groups of instruments on each track.

1. Place the microphones near the music instruments.
2. Plug the mics into a mixing console: a professional audio mixer. During multitrack recording, the mixing console increases the frail microphone signals up to the level required by the recorder. The console additionally sends every microphone signal to the desired track.
3. Record the amplified mic signals on the multitrack recorder.



Title- Multitrack Mixer

Source- www.metalworksinstitute.com

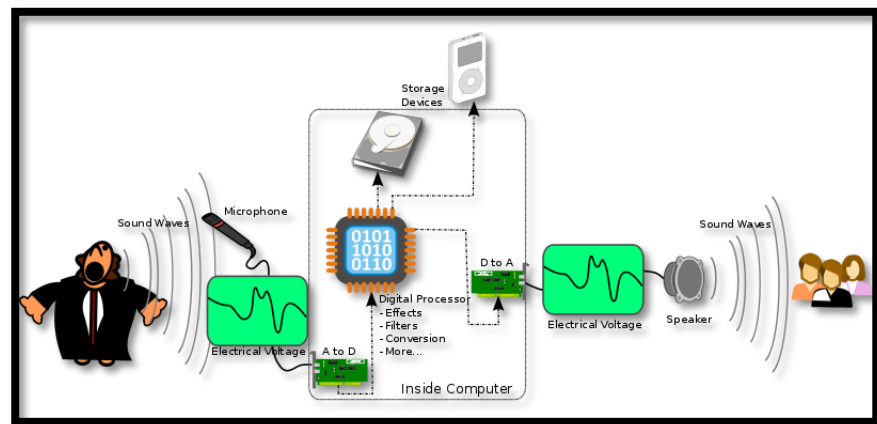
Attribution- [Andyweb](#)

Link-

[https://commons.wikimedia.org/wiki/File:Audient ASP8024 and other gear.jpg](https://commons.wikimedia.org/wiki/File:Audient_ASP8024_and_other_gear.jpg)

Stand-alone DAW (Recorder–Mixer)

This is a multitrack recorder and a mixer combined in one portable frame. It's relatively simple to utilize. The recording medium is a hard drive or a Flash memory card. Other names for a recorder–mixer are "stand-alone Digital Audio Workstation," "digital multitracker," "personal digital studio," or "portable studio." Most recorder–mixers have built-in effects.



Title- Computer with a choice of audio interface and recording/editing software.

Attribution- [Teeks99](#)

Link- https://commons.wikimedia.org/wiki/File:A-D-A_Flow.svg

Recording the Mixes

Regardless of which recording strategy you utilize, in the long run you'll mix every melody and record the mix on a 2-track recorder, or record the mix as a stereo WAVE document on your hard drive. You can change over the WAVE document to a MP3 or WMA organize for uploading to the Web. You should need to amass a collection of your recorded mixes. To do this expel noises and tally offs between tunes, put the melodies in the coveted request, and put a couple of moments of quiet between tunes. This is finished with a PC and altering software .The last advance is to duplicate the collection to a clear CD. There's your final product, prepared to copy or duplicate.

Regardless of what sort of recording you do, each stage adds to the sound quality of the got done with recording. An awful sounding CD can be caused by any frail connection: low-quality microphones, insufficient mic placement or mixer settings, et cetera. You can make progress toward quality recordings by advancing each stage.

It gives you a chance to do complex altering and computerized mixing. A few plug-in (software) impacts are incorporated, and you can buy and install other plug-ins. Recording software can be refreshed at little cost. With respect to disadvantages, PCs can crash and can be hard to set up and optimize for audio work.



Software's For Audio Recording and Mixing

A few software for audio recording are listed below for you:

- Audacity
- Ardour
- Traverso
- Qtractor
- Nuendo
- Pro tools

How we record audio?

So let us start with a couple of advances to record audio...


Audacity is an extremely solid audio program; it's an open source program for sound recording and mixing. It's accessible for every operating framework, effective audio recorder and manager that can do substantially more than you would envision from an open source program. Its interface is somewhat covered in places, so you may get yourself a little overpowered when you first utilize it.

Start Audacity: a new untitled project window opens. Click on **File > Save project As...** And save the project with a name.

Set the recording source to microphone in Audacity's mixer toolbar recording selector **Mixer Toolbar** (or on OS X, set the microphone as the default recording source in Apple Audio MIDI Setup).

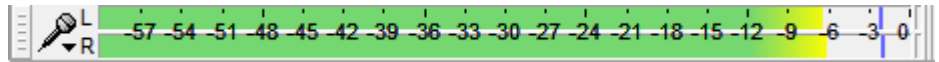
You are now ready to record the Sound. Don't worry about mistakes, pauses, and cough and similar - we can edit those out later. In fact you may want to make a few deliberate mistakes so you can practice editing them out later. When you stop to make a correction, go back to the start of a natural break - sentence or phrase - and start again in a normal voice: once you've tried to edit out your mistakes you will realize the importance of this.

To record:

- Set the Recording Device,
- monitor and then adjust the recording level,
- then press the red Record  button.

Correct adjustment of level before recording is essential to avoid noise or distortion.

1. Set the Recording Device either in the Devices section of Preferences or in Device Toolbar.
2. Click in the Recording Meter to start monitoring as in the following image:



Screenshot

3. Singing or playing the loudest part of what you are recording, adjust the recording level using the right-hand slider on Mixer Toolbar:





Screenshot

So that the moving meter toolbars do not get too close to the right-hand edge of the meter.

4. Optionally, turn on Transport > Software Playthrough (on/off) (so it has a check mark) to hear what the recording will sound like.



Don't enable Software Playthrough when recording playback, because it creates echoes. To hear what a recording of computer playback will sound like, make a test recording to check the level before recording for real.

5. Press the red Record  button to record for real.
6. Audacity will record until you stop the recording using the yellow Stop  button.

To record a specific length of time

1. Use Tracks > Add New to create a new track if there are no tracks yet



2. Drag-select a region in an existing track or choose the selection to be recorded in Selection Toolbar
3. Ensure Transport > Overdub (on/off) is enabled (on) which is its default setting, then press Record to record in a new track. Alternatively, try Timer Record.

USB Recording

- Connect the USB cable of the turntable, or tapedeck, to the computer, and then launch Audacity. If Audacity was already running when you connected the cable, restart Audacity or choose **Transport > Rescan Audio Devices**.
- Use the device toolbar to set the recording and playback devices and set the channels to "2(stereo) Recording Channels":



Screenshot

- From the transport menu check "**Software Play through**" to be "on" to hear the turntable through the computer speakers; this setting can be toggled on/off easily from the Transport Menu.
- Then, *ignoring any instructions in the manufacturer's guide to select "stereo mix"*, simply press the red Record button in transport toolbar to start recording from the turntable.

Edit

The main commands for editing audio are under the EDIT MENU and the EFFECT MENU.



When playing, recording or paused, most of the Edit Menu and all of the Effect Menu will appear greyed out. Changes to the audio data cannot be made until you press the yellow **Stop** button.



The most common editing actions such as CUT, COPY, PASTE and DELETE also have buttons in EDIT TOOLBAR . Effects let you do things like boost the bass, change pitch or tempo, or remove noise in various ways. Find the correct effect to do what you want on the INDEX OF EFFECTS, GENERATORS and ANALYZERS page.

Edits

Audacity applies each edit to a selected area of the audio track or tracks. To select a particular area, click in the track and drag the shaded area with the mouse. If no audio is selected, Audacity by default selects all the audio in the project window.

The Tutorial Editing an Existing Audio File has more detailed information on how to edit audio.

Effects

To apply an effect you need to first select some audio, then click on the effect you require from the Effect Menu, then make any parameter settings in the dialog box that you want and then press the **OK** button to apply the effect. Note that a few effects have no parameters that can be set and these are applied as soon as you click on them in the Effect Menu; An example is: Cross Fade Tracks .

For the effects that have settable parameters the dialog box contains a **Preview** button which enables you to hear a short sample of the audio with the effect temporarily applied so that you can audition the result prior to accepting the settings you have made.

Reverting an edit or effect

If you are unhappy with the result of your edit or effect you can simply use the Audacity UNDO command or use the **CTRL-Z** keyboard shortcut. A good tip for effects is to try them out on a short section of audio first to try it out on a longer section than preview allows and then use the UNDO.



Marking edit points

You can mark edit points or regions in your audio labels. These can be useful for recalling the edits when saving and reopening a project. They can also be useful to mark splits in a long audio track that is to be exported as multiple files.

Save

There are two main commands for saving projects:

- **File >Save project** saves an **.aup** project file and a **_data** folder containing the actual audio.
- **File >Save project as** is for saving an empty project. It also lets you save an existing Project with a **new** name.

When saving an Audacity project it is normally easiest to use the **File >Save project** command, which has a default shortcut of **CTRL + S**. If you save a project again having made further changes to it, "Save Project" then updates the **.aup** file and **_data** folder silently without bothering you with prompts.

If the project does not have any unsaved changes (for example, if the project is empty or you just saved it), "Save Project" will be grayed out. In that case, use **File > Save project as** instead. "Save Project As" is the safe and recommended way to make a copy of a project with a new name or in a different location. This could serve either as a single backup copy of the project, or as one of several incremental copies of the project in the state it had at a particular date and time.

Open

To re-open a saved project:

- choose **File >Open**
- Or use **File >Recent Files** and open the **.aup** file.

Mixing Audio Tracks

Mixing refers to the process of combining multiple Audacity tracks which play simultaneously into a single track.



Audacity mixes automatically when playing or exporting, but it can also physically mix selected multiple tracks together into one within the project.

The channel of a track being mixed affects whether it will be mixed into the left channel of the resulting track(s), the right channel, or both (mono). For example, if you have four tracks:

Mixing can be done for a number of reasons, for example mixing speech with background music to make a podcast, or adding different instruments into the same song. Concatenating songs (for example, playing three songs one after the other) does not necessarily involve mixing, but if you wanted the songs to fade into each other it would involve mixing.

Within an Audacity project, you can physically mix selected multiple selected tracks into a single mono or stereo track using either of two explicit mix commands:

- Track 1: left channel
- Track 2: left channel
- Track 3: right channel
- Track 4: mono channel

You select them all and perform a Mix and Render, you will end up with one stereo track: the left channel will contain a mix of tracks 1, 2, and 4 and the right channel will contain a mix of tracks 3 and 4.

Within an Audacity project, you can physically mix selected multiple selected tracks into a single mono or stereo track using either of two explicit mix commands:

- **Tracks > Mix and render** (which replaces the original track(s) with the mixed track) or
- **Tracks > Mix and render to new track** (which adds the mixed track to the project, preserving the original tracks).

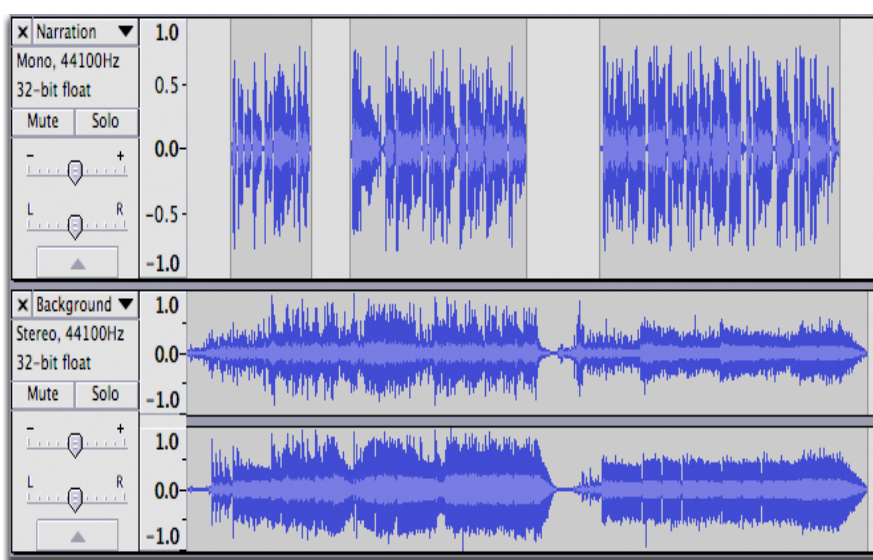
However in Audacity, **mixing is automatic**. You could just put audio into two different tracks, Play to listen to the result then Export it as an audio file like Mp3 or Wav or burn the WAV to Audio CD .



However once audio has been finally mixed (*as in an audio file you might Import into Audacity*) it is essentially impossible to separate out all the original parts again; it's like trying to take the banana out of a banana milkshake after you've already put it through the blender. There are a few occasions when it actually is possible to separate sounds a bit - you can sometimes isolate the bass, or remove the lead vocals. But these processes don't always work well and usually cause some quality loss. So remember, as long as the multiple tracks are inside an Audacity project, you can manipulate them independently, but once you export as a mixed down file you can't expect to separate the different parts again. So keep your Audacity project around if you plan to continue editing!

Although Audacity by default exports files as either two channel stereo or single channel mono (if exporting unpanned mono tracks), you can also export multi-channel files having more than two channels, such as a 5:1 file. To enable this, choose "Use custom mix" in the Import / Export Preferences.

The controls used for mixing are the **Mute** and **Solo** buttons and the Gain (-.....+) and Pan (L.....R) sliders.



Title- Mixing of Audio at Audacity Timeline

Link- <https://manual.audacityteam.org/man/mixing.html>



In the above example, mixing the mono (upper) and stereo (lower) track means that the audio of the mono track will be heard equally in both left and right channels of the resulting stereo mix.

Muting and Soloing

When working with multiple tracks, it's often important to be able to hear just one at a time. Each track has a Mute and a Solo button, allowing you to temporarily hear just some of your tracks - see the figure above

- **Mute** causes a track to be silenced. More than one track can be muted.
- **Solo** can behave in two different ways depending on the setting made in Tracks Preferences.
- Default behaviour is that Solo silences all of the tracks except the ones being soloed. More than one track can be soloed and soloing overrides muting.
- Alternative behaviour is that only one track can be soloed at a time. Soloing still overrides muting.

A third option in Tracks Preferences is to hide the Solo button from tracks, leaving just a Mute button which silences whichever tracks it is applied to.

You can press the Mute and Solo buttons while tracks are playing.

If you're using the keyboard, **SHIFT+U** toggles muting on the currently focused track which has the yellow border, and **SHIFT + S** toggles soloing. The solo shortcut works even if you hide the Solo button.

Sometimes it can be handy to export a preliminary mix with one or more of the tracks left out. Exporting will automatically ignore any tracks on which the **Mute** button is pressed.

Gain and panning

Above the Mute / Solo buttons, each track has a - / + **gain** slider which adjusts the track's volume, and an L / R pan slider which adjusts the track's stereo position in the overall mix - whether it comes from the left speaker, right speaker or in-between. To



change the value, just click on the slider and drag. For finer control when dragging, hold **SHIFT** while dragging or double-click on the slider or slider scale to enter a precise value as text.

The normal range of gain is from **-36 dB** to 36 dB. If you need more, choose **Effect > Amplify**.

If you're using the keyboard, use:

- **ALT + SHIFT + UP** to increase the gain on the focused track or **ALT + SHIFT + DOWN** to reduce it
- Use **ALT + SHIFT + LEFT** to pan left on the focused track or **ALT + SHIFT + RIGHT** to pan right.

Or press **SHIFT + G** to adjust the gain in a dialog box or **SHIFT + P** to adjust the pan.

If you don't see the gain or pan slider for a track, you may need to make it taller. Position the mouse on the bottom edge of the waveform and drag downwards. You can use the button with the upward pointing arrow (below the pan slider) to collapse the track upwards to a minimal height.

Explicit Mixing and Rendering

While mixing is automatic, there are times when you may want to explicitly tell Audacity to mix several tracks. This is useful in several ways:

- You can consolidate tracks which you have finished working on, making it easier to see the other tracks without scrolling up and down.
- Playback may respond more quickly with fewer tracks.
- You can see what the final mix will look like as a waveform so as to check the overall level of the final mix before exporting it.

To mix explicitly, select all the tracks you want to mix together then choose either **Tracks > Mix and Render** or **Tracks > Mix and Render to New Track** (shortcut **CTRL + SHIFT + M**).

For mouse users, a quick way to select multiple tracks is to select the first track by clicking on its Track Control Panel, then hold



SHIFT while clicking on the Track Control Panels of the other tracks you want to select.

Several things happen when you choose either Mix or Render command.

- All selected tracks are mixed down to a single track called "Mix".
- If you choose "Mix and Render", the resulting "Mix" track replaces the selected original tracks.
- If you choose "Mix and Render to New Track", the original tracks are preserved so that the resulting "Mix" track becomes an additional track in the project.
- The "Mix" track is always placed underneath any non-selected or remaining tracks.
- The new mixed track will be stereo unless the tracks you mixed were mono tracks panned to center.
- If any of the original tracks did not match the sample rate of the project (set at bottom left of the project window in Selection Toolbar), they will be resampled to match the project rate.
- Any envelope points defining amplitude modifications will be applied and the previous envelope points removed.
- Gain and panning changes will be applied and the sliders reset to normal in the mixed track.
- Mute and Solo button states will be released.

You can always **Edit > Undo** if you're not happy with the results of Mix and Render, then make changes and try it again.

Mixing Levels

The act of mixing multiple tracks *adds* the waveforms together. In most cases this will cause the mixed track to have a higher peak and **RMS** (average) level than the individual pre-mixed tracks, though this is not *always* true by definition. How much (or whether) the peak level increases and how much louder it actually



sounds depends on how related the waveforms of the mixed tracks are.

When peaks or troughs in the waveform coincide, the waveforms will reinforce each other, leading to an increased signal level. In fact if you combined two identical tracks, the signal level would exactly double, leading to an increase in peak level of 6 dB. But when a peak in one track coincides with a trough in another track the waveforms will tend to cancel each other out, leading to a lower level in the mix at that point.

Also the more tracks that have audio at the same point on the **Timeline**, the higher the mix level is likely to be.


The overall mix level is indicated on the **Playback meter** when the project is playing. You can see individual meters for each track (showing the levels as modified by the track's gain/pan sliders and mute/solo buttons) if you enable **View > Mixer board**.

Because mixing tracks is additive, the combined level may show **clipping** distortion in the Meter Toolbar. In that case, you should use the gain sliders on one or more tracks to reduce the overall level.

- If you already have the balance of the mix (the levels of the tracks relative to each other) exactly as you want it, select all the tracks using **CTRL + A** then choose **Effect > Amplify**. Enter a negative value in the "Amplification (dB)" box which will reduce the level of all the tracks by the specified value.

Save and Export

The "**File > Save**" command just saves the Audacity project. You need to **export** your project in order to use it with other audio programs. When you export your project, Audacity automatically mixes it, so the exported file sounds just like what you hear when you click the Play button.

Make sure there are no unwanted bits of audio far along the time line or your exported file will be unexpectedly long! Click on the *Fit Project* button  in the Edit Toolbar. If the expected length of your final mix is displayed in the window, all is fine. If the



displayed time line is much longer than your actual production, look for the unwanted bits of audio and delete them. You may need to click just past the real end of your narration/music and delete everything from there to the end of the track(s).

Backup

Backup your exported WAV or MP3 files - you don't want to lose all that valuable work and have to do it all over again, do you? Computer hard drives can fail, destroying all data.

Ideally use a dedicated drive (*1+ TB external drives are convenient and economical*), or upload to an online (cloud) storage service, to store the WAVs or MP3s. Better still is to make two copies on different external devices and even better is to hold an off-site backup



Unit Summary



Summary

In this unit you learned the basic of recording & mixing of multi track audio;. Now you will be able to explain about the 'elements of recording & mixing' and 'Principles of recording & mixing'. How to add aesthetics to any composition? Why these elements are important for any project.

We also addressed about 'Fundamental of recording & mixing' and able to distinguish mono and stereo. How their properties are different from each other? You also learnt the different Studio setup Techniques, the recording chain systems, types of recording and mixing the multiple channels.

Assignments



Assignments

1. List the equipment used in audio recording process?
2. List the steps to record in stereo?
3. Explain the need of using principle of recording?
4. Describe the use of mixing.
5. State the role of Mixer?
6. Practice importing different audio files into your project from internet.
7. Practice importing audio from CD/DVD or from Web.
8. Try to save Audio projects from webpage to your computer drive.
9. Differentiate between mono and stereo recording.
10. List the primary tools for recording?

Resources



Reading

- <https://google.com>
- <http://wikipedia.com>
- <https://www.prepressure.com>
- <http://www.youtube.com>
- <http://www.audacityteam.org>

Unit 2

Script Writing & Budget Making

Introduction

Almost every facet of the filmmaking process is distinguished by its lack of predictability. Anyone who has attempted to make a film will attest to this simple truth. Not only is filmmaking a complex medium from a technical standpoint, it's a medium that places the filmmaker at the mercy of his own abilities and limitations, as well as those of his associates. Throw in weather and logistical problems, which multiply in proportion to the complexity of the production, and you, can see why making a feature film is very difficult indeed. With that said, the best protection for the filmmaker is adequate advance preparation. This includes a realistic and carefully constructed production budget.

The purpose of this unit is to help you to make a proper budgeting process with specific examples to help you succeed in producing your own video.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Write an Audio script
- Name the various Scripting Software
- Use the software Celtx
- Prepare a video Budget
- Make a Sample Budget



Terminology



Terminology

Script:	A written format used for TV & Cinema production.
Budget:	Detail planned & non planned expenditure of any TV & Film Production.
Top sheet:	One page summary of the budget.
Dialogue:	Conversation between two characters.
Transition:	The way one shot changes to the next.
Celtx:	Software used for script making.

Script Writing: How to Write a Script?

Once you've picked a topic, it's a great opportunity to compose that script. The script doesn't need to be extravagant. You're not endeavoring to submit this script for any honors or hang it in the lobby. It's motivation is entirely utilitarian. A decent script makes it simple for the people on camera to communicate as the need should arise while sounding and acting characteristic.

Write in Plain, Conversational English.

Writing a script isn't the same as writing a school paper or promoting research report. You need to compose the script how you need the video subject to talk. On camera, saying, "I will make a video in the wake of perusing this unit" will read much better than "I am will make a video subsequent to perusing this unit."

Make it Thorough.

A script doesn't simply incorporate dialogue. On the off chance that your video will require multiple shots, characters, or scenes, incorporate these subtle elements. Be certain to incorporate any essential data about the set or stage activities, for example, a wardrobe change. Basically, you need the script to be sufficiently



exhaustive that you could hand it off to another person to shoot. Separate the fundamental story from B-Roll, text overlays, and voiceover utilizing distinctive formatting or callouts.

If the transition will show from a subject talking the essential account to a close-up shot of your item with a text overlay, you'll need to call that out in your script so any individual who understands it comprehends what's supposed to be perused on screen versus consolidated in the editing procedure.

Script Every Word.

It's understandable to figure you can simply scribble down the primary bullet points for a script and after that simply wing it on camera, particularly on the off chance that you know your subject issue. This approach makes it intense to impart a message as obviously and briefly as could reasonably be expected (which you should plan to do in each video you make), and it as a rule brings about a considerable measure of re-dos.

In this way, doing this will keep you sorted out amid recording and spare you heaps of time later.

Influence It To brief.

Shorter videos are better than long videos, and to make short videos, you require a short script. Try not to compose a script any longer. On the off chance that you can keep it to the base page, stunningly better. It's additionally worth completing a few rounds of alters exclusively centered around cutting all pointless fat.

Set the scene.

Keep in mind to incorporate essential points of interest, for example, time of day, setting, and actions of the characters in the scene. These are about as imperative as the dialogue that happens.

Tissue out your story

Compose the whole commence of the play, motion picture, and so on with heaps of subtle elements and thoughts, paying no psyche



to style, configuration, reiteration, or whatever else that impedes your innovative stream. Your completed item should cover the plot, personalities, connections, character circular segments, and a bigger point to the story. Some of the time, drawings or diagrams might be utilized as a brief storyboard to show to different people to exhibit aspects of your plot and characters, and so forth. Your characters should drive the activity on the stage or screen, so ensure they are intriguing and inventive. It may not be fundamental for you to completely create them immediately, be that as it may, as they tend to go up against lives of their own as the script-writing proceeds.

Invest a lots of time in Dialogue

The dialogue will represent the moment of truth your characters and their connections. What's more regrettable, the dialogue is amazingly troublesome for a great many people to compose. To get your bearings, record or record genuine discussions to perceive how people truly talk and which articulations they utilize. Be certain to tune in to an assortment of speakers so you can give your own particular characters more flavor and independence. Guaranteeing that distinctive characters have their own "voice" and "persona" based on their background will shield them from blending into each other. Remember, their persona will influence their mentality, word decisions and lingo. Read your dialogue so anyone might hear as you go, giving careful consideration to regardless of whether it sounds stopping, stereotyped, over-the-top, or absolutely uniform.

Keep up your style

Scripts are about activity and discourse. Ensure your characters talk reasonably and do whatever it takes not to blend styles of discourse and vocabulary a lot of unless you are going for a specific impact.

Research after the first draft

Watch plays, TV shows, and motion pictures which are like the work you've quite recently composed. Analyze your own work in contrast with these others. Do you fall into numerous tropes? Is



your story over done? Check whether you can discover approaches to separate yourself from these works.

Work on making significant contributions to the subject you has composed. Adopt a philosophical strategy to the topic and test regular thoughts. This will make your work significantly more captivating.

Scripting Software's

You might possibly require scriptwriting software to enable you to compose your script. A basic 2-column Audio/Video script format is regularly bounty for the normal script. A 2-column layout can be made for nothing from your pledge processor.

Be that as it may, on the off chance that you are shooting a considerable measure of re-establishments for your film (half movie, half documentary sort of thing), some scriptwriting software could prove to be useful to enable you to block out the scenes. Celtx is great decisions for this.

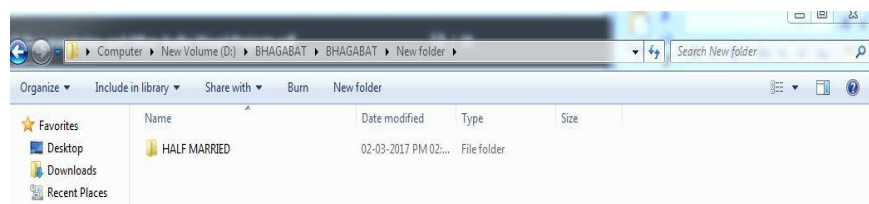
- Celtx
- Trelby
- Fountain
- After writing

Starting an AV project in Celtx

So, my example project for this chapter is how I set up "Celtx Half Married" in Celtx.

Beginning new AV Project

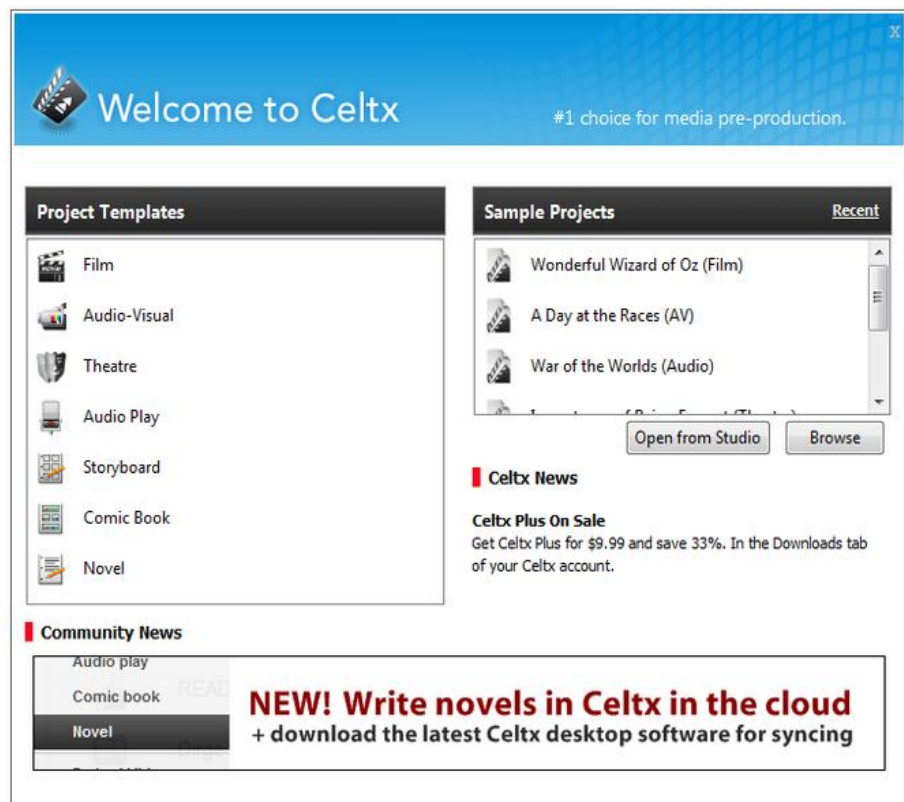
We start our project by making a directory on our computer. Having a separate directory for our projects makes it a lot easier to organize and to find stuff when we need it. Therefore, I first create the new empty directory on my hard drive named Celtx Half Married, as shown in the following screenshot



: Screen shot

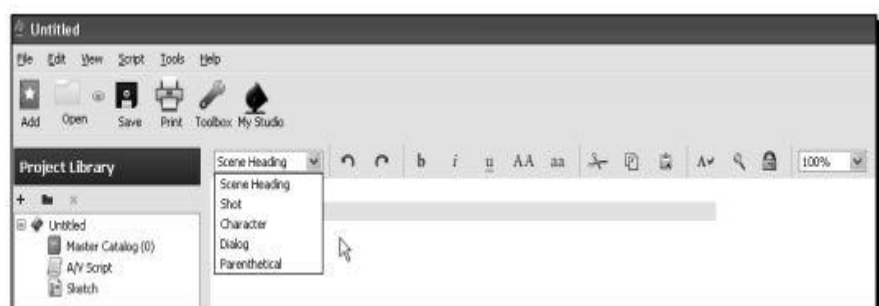


Now, open up Celtx. In a moment, left click on **Audio-Visual** to open a project container that has an **Audio-Visual** script in it. However, first, since I have not mentioned it to date, look at the items outside the **Project Templates** and **Recent Project** boxes in the lower part of the splash page, as shown in the following screenshot:



Screen shot

As Celtx is connected to the Internet, we get some information each time Celtx starts up from the servers at: <http://celtx.com>. This information from online includes links to news, help features, ads for Celtx add-ons, and announcements. Next we open an **audio-visual** project in celtx .

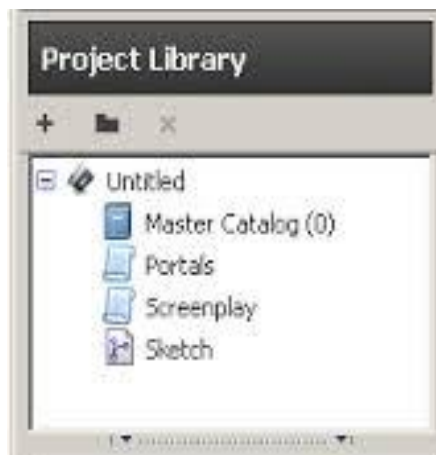


Screen shot

This gives us a chance to check out those five script elements we met earlier by left clicking on the downward arrow next to **Scene Heading**. In the next section, we'll examine each and use them.

Setting up the Content

Continuing with the initial setup of the container for this project, rename the A/V Script in the **Project Library**. Just for example, the project name was renamed, as Half Married. Also, remember we can have hundreds of files, directories, subdirectories, and so on in the **Project Library**. Just right click on **A/V Script**, choose **Rename...** and type in the new title, as shown in the following screenshot:



Screen shot

Left click on **File** at the top left of the Celtx screen, then on **Save Project As...** (or use the Ctrl+ Shift +S key shortcut) to save the project into your new directory, all properly titled and ready for action, as shown in the following screenshot:

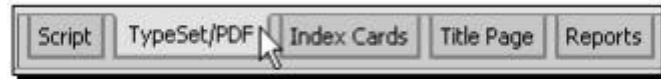


Screenshot



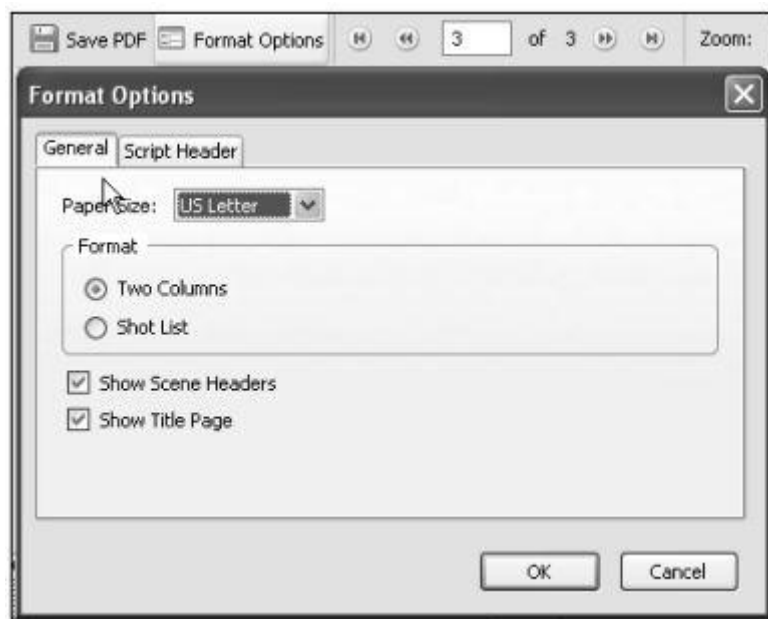
Title Page

If you want to add a title page to all scripts, then follow the steps. To have a title page included in the print out of an Audio-Visual project, left click on the TypeSet/PDF button at the bottom of the main script window, as shown in the following screenshot:



Screenshot

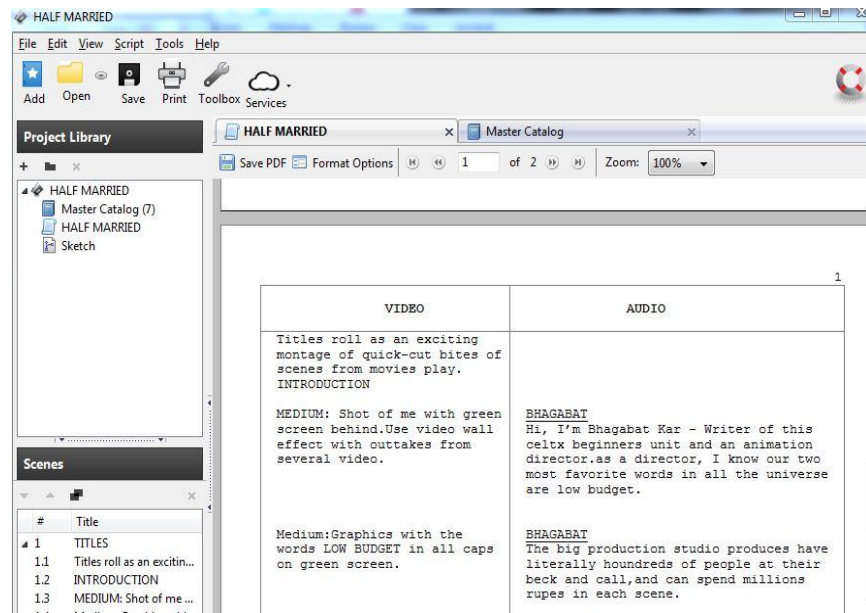
At the point when the Typeset/PDF screen opens in the main window of Celtx, left click on the Format Options catch at the best. The Format Options dialog box opens, as appeared in the accompanying screenshot:



Screenshot

Under the General tab of the Format Options dialog box (in the previous screenshot), we have to ensure a few options are verified. Paper Size is the print yield page size of the PDF files (not really that of your printer). For instance, you may live in India and print on A4 paper utilizing the Print button at the highest point of the Celtx screen. In any case, the content is being submitted to a maker in America, who might print on the U.S. Letter. Utilizing the Paper Size choice, we can produce PDFs having distinctive paper sizes that may be our local standard. Next, down in the box, click in the hover to the left of Two Columns. Industry standard audio-visual scripts utilize a two-column format. The left column

contains camera shots and alternate bearings. The right column has characters and dialog (who talks and what they say). This is appeared in the accompanying screenshot:



Screenshot

As we're right at it, let us say the Shot List decision. Once our audio-visual script is done, we can check here to generate and print a list of shots. This would be valuable for the camera operator in setting up scenes, and resembles the accompanying:

SHOT	TYPE OF SHOT	DESCRIPTION
1.1		Titles roll as an exciting montage consisting of quick-cut bits of scenes from indie movies play.
2.1	MEDIUM	shot of me with green screen behind. Use video wall effect with outtakes from several of my documentaries playing.
2.2	MEDIUM	graphic with the words LOW BUDGET in all caps on green screen.
2.3		Make me smaller, show excerpt from Rapid Ralph Runs the Roads #40 on green screen (Willow Creek).
2.4	MEDIUM	Stock photo of big Hollywood studio on green screen.
2.5		Make me smaller. Splash page of Celtx on green screen.

Screen shot

For the time being, we need the two-columns format chose. To complete out this tab, check Show Scene Headers (we need to see the titles of the scenes in our sample script) and Title Page on the grounds that as expressed before, we need to incorporate a title page.



We won't utilize the Script Header tab in this task, however in the event that you ever need to, it replaces the title page with a data page listing the fields that can be rounded out in this tab, as appeared in the accompanying screenshot:

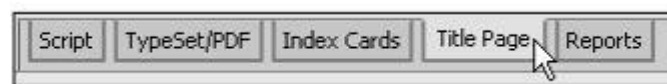
The screenshot shows a dialog box titled "Format Options" with a close button (X) in the top right corner. It has two tabs: "General" and "Script Header". The "Script Header" tab is selected. Inside this tab, there is a checkbox labeled "Show Script Header" which is checked. Below this checkbox are two columns of text input fields. The left column contains fields for "Project:", "Title:", "Subject:", and "Comment:". The right column contains fields for "Writer:", "Producer:", "Director:", and "Contact:". At the bottom right of the dialog box are "OK" and "Cancel" buttons.

Screen shot

You would discover a script header more useful for internal use in an extensive organization where a few people chip away at the project and the data is more critical than appearances. This dialog box does not enable you to choose both in the event that you needed a cover sheet and the script heading data. In any case, that is anything but difficult to get around; simply duplicate the completed script by right-clicking on its name in the Projects Library and selecting Duplicate. You'll have two scripts of a similar name. In one, you can have a cover sheet and in the other the PDF prints out with the script header data. You should need to change the name marginally, so it's undeniable which has what.

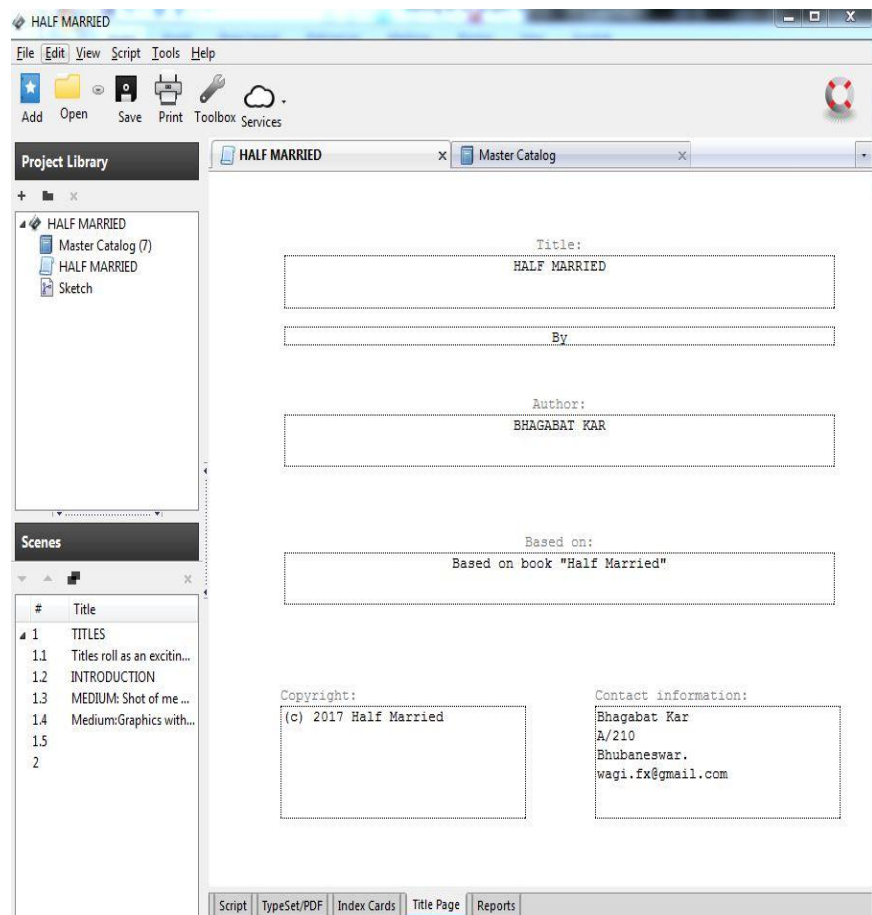
Adding a Title Page

Affirm, now that we've disclosed to Celtx we need a title page incorporated, we should set one up. Left click on the Title Page button at the bottom of the main script window, as appeared in the accompanying screenshot:



Screenshot

The title page form, as we've seen most as of late in title page, shows up in the main script window of the Celtx screen, as appeared in the accompanying screenshot:



The screenshot shows the Celtx software interface with the 'Title Page' tab selected. The form contains the following information:

- Title:** HALF MARRIED
- By:**
- Author:** BHAGABAT KAR
- Based on:** Based on book "Half Married"
- Copyright:** (c) 2017 Half Married
- Contact information:** Bhagabat Kar, A/210, Bhubaneswar, wagi.fx@gmail.com

The left sidebar shows the 'Project Library' with 'HALF MARRIED' selected, and the 'Scenes' list with the following entries:

#	Title
1	TITLES
1.1	Titles roll as an excitin...
1.2	INTRODUCTION
1.3	MEDIUM: Shot of me ...
1.4	Medium:Graphics with...
1.5	
2	

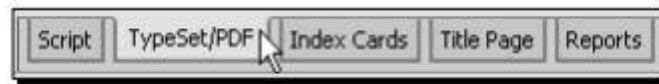
Screen shot

Round it out by typing in the boxes. The undertaking title, creator's name and contact data have been entered. Additionally, copyright included. Utilize air conditioning in brackets (c) to show the copyright symbol. While you could type the Alt-0169 key blend for a real "c around" copyright symbol, the PDF conversion software on Internet does not change over it effectively, so utilize the above workaround. It's similarly as lawful. Everything else, including varying media contents, ought to have a copyright take note.

Presently, the way copyrights work is basic, particularly under Indian copyright act, 1957. When you complete a work, it is naturally copyrighted. Rounding out structures to do that on the web and sending in cash just registers the copyright, on the off chance that you do need it, do what needs to be done on the web.

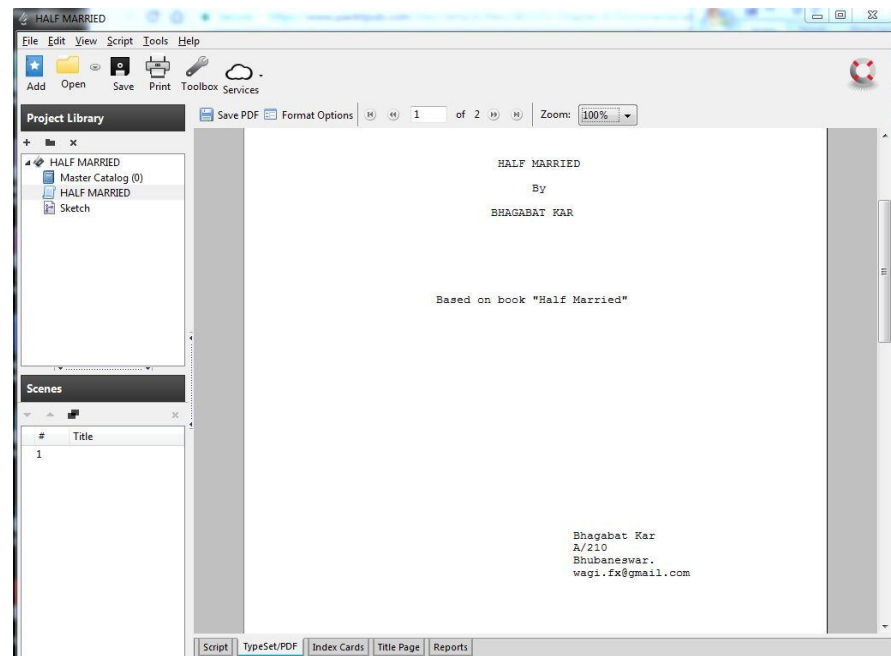


Tap on the Typeset/PDF button once more (base of the primary content window), as appeared in the accompanying screenshot:



Screenshot

Celtx sends our title page out on the Internet, groups it, and returns it to our PC, showing it in the main script window, as appeared in the accompanying screenshot:

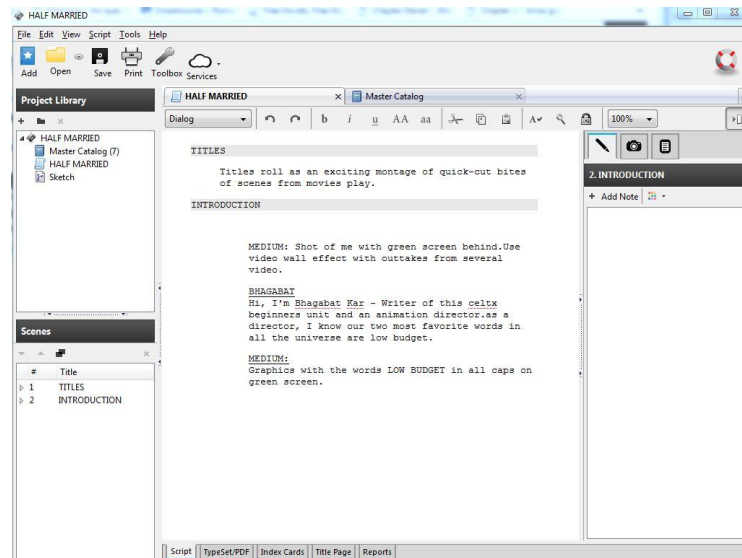


Screen shot

We could spare the cover sheet as a PDF document to our hard disk by tapping on the Save PDF button at the highest point of the main script window, yet it's not justified, despite any potential benefits until the point when we have a portion of the script composed. The data we rounded out and changes in setup on made as of now are spared each time the Celtx venture gets spared, so nothing is lost.

Writing an AV Project in Celtx

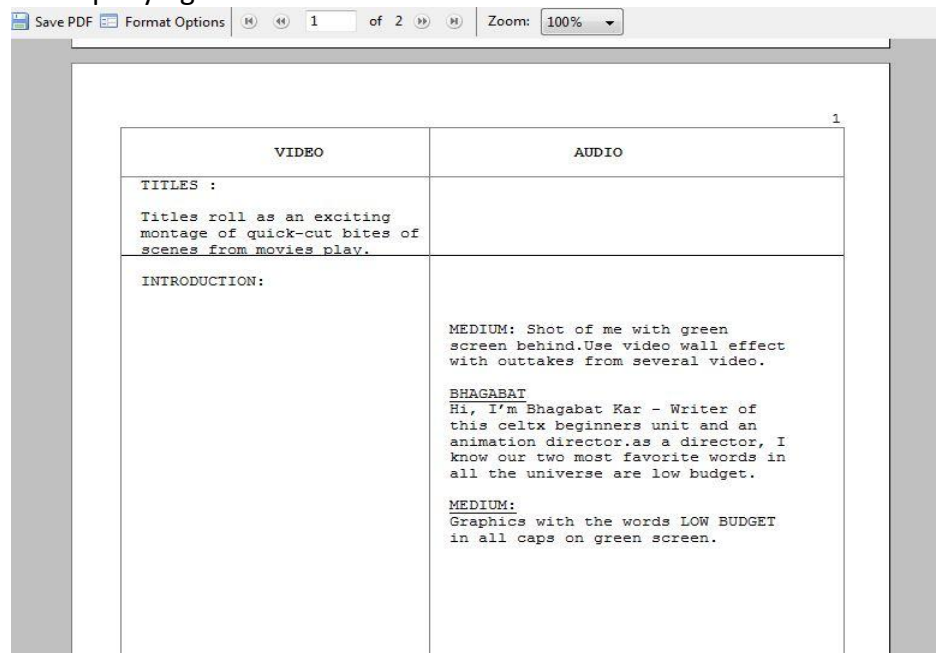
A varying media script is composed utilizing the five script components in the Audio-Visual venture script, which are Scene Heading, Shot, Character, Dialog, and Parenthetical. A script in advance—Celtx Half Married—is appeared in the accompanying screenshot:



Screen shot

A couple of pages back, we talked about how wide an assortment of varying media preparations Celtx's varying media venture script alter spreads and all finished with those five script components found in the drop-down menu at the highest point of Celtx's main script window. You can see it in the previous screenshot; it is demonstrating Dialog right now.

When completed and conveyed on the Internet for a relatively moment conversion to PDF, a completed page resembles the accompanying:

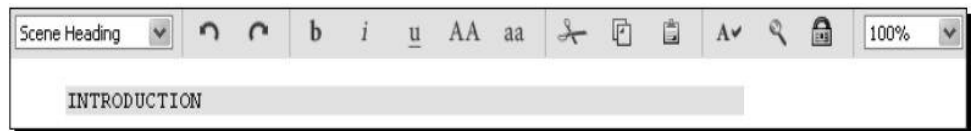


Screen shot



Scene Heading

Scene headings work definitely as they improved the situation us while composing the spec script in above, just they look somewhat changed. The word INTRODUCTION: in the accompanying screenshot is the name of this scene:



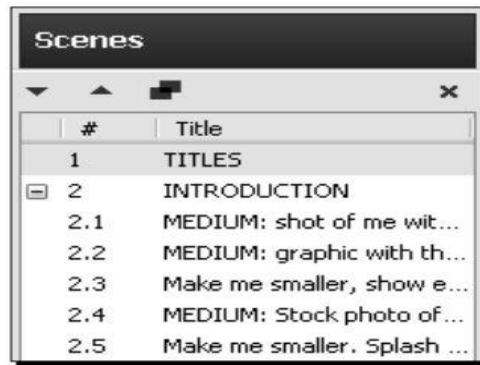
Screen shot

We write the scene heading in any blend of upper and lower case and, in as much as we have Scene Heading chose in the script components drop-down menu, Celtx places it in ALL CAPS and includes a colon when it designs into a PDF. The former screenshot demonstrates what it would seem that in our script. Here it is when arranged into a PDF:

<p>TITLES :</p> <p>Titles roll as an exciting montage of quick-cut bites of scenes from movies play.</p>	
<p>INTRODUCTION:</p> <p>MEDIUM: Shot of me with green screen behind.Use video wall effect with outtakes from several video.</p> <p>Medium:Graphics with the words LOW BUDGET in all caps on green screen.</p>	<p>BHAGABAT</p> <p>Hi, I'm Bhagabat Kar - Writer of this celtx beginners unit and an animation director.as a director, I know our two most favorite words in all the universe are low budget.</p>

Screenshot

Scene headings automatically show up in the Scenes box to one side of the Celtx window under the Project Library. As in a Celtx script, we can utilize these scene headings in the container to move scenes around in the script, delete scenes, or as a navigation help in moving to a chose scene in the script. Additionally, tapping on the small box with an or more sign (+) in it (if more than one shot is in the scene) gives us a rundown of shots, as appeared in the accompanying screenshot:



Screen shot

Shots

The Shots script element alludes to camera shots. These can be industry standard shot names, or more casual directions for the camera operator or video editor, or a mix like the accompanying:

MEDIUM: Shot of me with green screen behind. Use video wall effect with outtakes from several video.

BHAGABAT
Hi, I'm Bhagabat Kar - Writer of this celtx beginners unit and an animation director. as a director, I know our two most favorite words in all the universe are low budget.

Choosing the Shot script element and typing the shot makes Celtx organize it in the left segment when the PDF is made.

Character

The Character script element signifies somebody who talks. In the previous illustration, that would be me. When we write a character name with the Character element chose, Celtx capitalizes and underlines it, and spots it in the correct segment. Gracious yes, Celtx makes our typing speedier by provoking us. Sort a scene heading, hit the Enter key, and we are automatically in shot mode. Sort the shot and hit Enter, we are in character, at that point in dialogue, and back in character, etcetera. We secured key alternate routes before; they can really accelerate your productivity.

Dialogue

The Dialogue element is for the talked word. Celtx designs it, when PDFs are made, in the correct segment. Keep in mind, in your script, simply tap on any gatherings of words and the script elements box demonstrates to you which element it is in. To change the sort of script element, basically select that element in the drop-down menu. Dialogue resembles the accompanying screenshot in the completed PDF (right section):



MEDIUM: Shot of me with green screen behind. Use video wall effect with outtakes from several video.

BHAGABAT

Hi, I'm Bhagabat Kar - Writer of this celix beginners unit and an animation director. As a director, I know our two most favorite words in all the universe are low budget.



Tip

- Know the kind of script you're writing. On the off chance that your script is a comedy, ensure that other individuals imagine that it's amusing. In case you're writing a drama, make the exchange dramatic and holding.
- Ensure your script sounds great, all things considered, dislike a robot is talking.
- In the event that you've composed a motion picture script, you might need to utilize one of the film industry's online exploring administrations, to get your story and screenplay looked into by industry administrators in an ensured platform of presentation.
- Before pitching a screenplay, you'll need to get electronic verification of-creation. You can do this online.
- You might need to go to a script writing class, which will give you supportive indications on the subtleties of writing a full script, especially things, for example, plot development, character development, and discourse.
- Make sure to make the script as unique as could reasonably be expected!
- Include your own particular wind characters looks or identity.

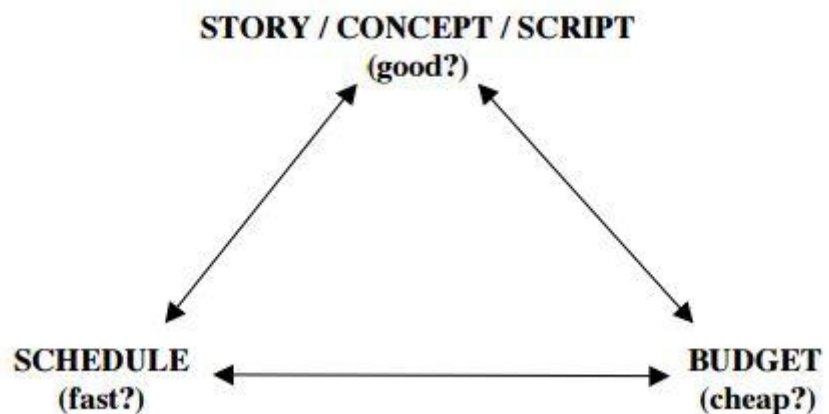
BUDGETING

Introduction to Budgeting

A well considered budget is a reasonable arrangement for making a film. What's more, a great budget uncovers a considerable measure about how a film will be made, what sort of story you'll be telling, what sort of crew you intend to utilize and what kind of hardware you've chosen. Yet, how would you set up a budget that fits your documentary? This unit gives a stray pieces introduction on budgeting.

Preparing to Create a Budget

It is regularly said that there is a triangle of value in production: the story itself, the production schedule and the production budget. Changes to one of the three "corners" of this triangle dependably affect the other two.



Title- Production triangle

Attribution- Robert Bahar

Link- <https://www.scribd.com/document/65935854/Budgeting-for-a-Documentary>

In this way, before you can consider your budget, you should consider your story.

- What is the story you're attempting to tell?



- Who are the characters?
- What elements will it require—Interviews?
- Authentic research?
- Portrayal?
- Re-establishments?
- Dramatic elements?

Then you must plan for a schedule.

- To what extent will you research?
- At the point when will shooting start and to what extent will it take?
- Shouldn't something be said about editing and post-production?

Once you've drafted a schedule, attempt to list the key suspicions that you'll need to set up the budget.

- To what extent will the film be?
- What tape, digital or film format will you utilize?
- What number of individuals will be on your crew?
- What number of "caps" will you wear yourself?
- What will your shooting ratio be?
- What amount of travel will be required?
- What deliverables will be needed?

With a depiction of the story, a draft schedule and a rundown of suppositions close by, you're relatively prepared to begin budgeting.

Setting "The Finish Line"

Before you begin budgeting, you need to assess your objectives and set up an "end goal". Would you like to compose a budget that will empower you to make the greater part of the materials to premiere your film at a noteworthy film festival? Or then again do



you need a budget to make the greater part of the deliverables for a particular broadcaster? Would you like to incorporate making advancement materials or doing publicity? It is safe to say that you are getting ready for self distribution? These choices will have repercussions all through your budget, and you need to know where "The Finish Line" is for your budget before you can start.

Software

In case you're savvy with spreadsheet programs like Microsoft Excel or Google Docs

Spreadsheets you can make a budget rapidly with no uncommon software. On the off chance that you favor, particular software packages are likewise accessible including

- EP Budgeting/Movie Magic,
- Gorilla Film Production
- Showbiz Budgeting

Just to give some examples. Abstain from utilizing Microsoft Word for budgets. Long tables rapidly end up unmanageable, and it's difficult to work with recipes in Word.

The Budget Top sheet

The top sheet is a one-page synopsis of the budget. It is generally created naturally by the budgeting software or spreadsheet in light of your detail budget. As should be obvious in the example, expenses are for the most part separated into two areas. "Above the-line" costs incorporate the purported key creative costs, for example, the producer, director, writer and actors (assuming any), and may likewise incorporate the costs of rights required to make the venture. "Below-the-line" costs typically incorporate the hard production costs, for example, crew, equipment and services.

Budgets can be composed in various ways. For instance, some place post-production in a separate segment and some have an extra segment for general overhead. Some like to see staff members recorded inside every department (Camera Crew recorded under Camera Department, and so on.) while others want to see the greater part of the production staff in one place.



The Detail Budget

Making a definite budget requires a great deal of research. Each budget is unique and you'll need to call potential crew, post-production offices, hotels and so on for direction and bids, and to begin arranging rates.

How about we look at the budget segment by area:

- Research—this segment incorporates cash for the books, videos, meetings and other expenses required to research the undertaking.
- Test Shoots/Fundraising Trailer— Networks and funders much of the time hope to see an example reel or "fundraising trailer" before thinking about a task. This area incorporates fundamental line things to cover a couple of shooting days.
- Directors, Producers, Writers—these expenses differ generally yet ought to be sensible for every individual's experience level, production locale and general budget level.

Here a solitary filmmaker is filling in as director/producer/writer and plans to spend about a year on the project.

- Story and Other Rights—If your project is based on a book, an article, a song or other copyrighted material, you may have to pay for the rights to make a documentary based on that material.
- Archival Photographs and Stills—Research the sources for any still photographs that you plan to utilize.
- Stock Footage and Film Clips—you should thoroughly consider the costs of both researching and licensing material. You'll need to carefully understand the evaluating for each clip. For example, a few archives charge a 30-second least, regardless of the length of the clip that you utilize, and you should budget accordingly.
- Talent—on the off chance that you are planning to do re-enactments with actors or contract a narrator, you'll need to show them here. Depending on how surely understood an actor is, rates can vary considerably.



- **Music**—Music rights can end up both complicated and costly. To control these costs in the sample, it is assumed that all of the music will be written specifically for the project by a composer.
- **Production Staff**—the composition of the crew and their rates can vary considerably. In the sample, the Director/Producer has chosen to contract a production coordinator however wrap up of the delivering herself. In this case, the shooting crew comprises of a director of photography, sound recordist and production assistant. Keep as a main priority that while crew rates are certainly negotiable, it's best to maintain parity among various crew members.
- **Editorial Staff**—given the great importance of editing to documentary making, the cash allocated for an accomplished editor who is passionate about your story may simply be the absolute most important line thing in the budget. The editorial team usually incorporates an editor and an assistant. On low-budget projects, the director or an intern may play out some assistant functions, for example, logging and capturing footage. While this can be a decent cost-saving measure, be careful not to slow the editing process and make certain that you have access to a decent tech support person in case issues arise. On association projects, there may be additional edges. Check the terms of any applicable Guild agreements.
- **Production Expenses**—these segments detail the camera, sound, lighting and grip equipment, the facilities and the services required to shoot the documentary. Now and again, long-term equipment rental costs on a doc can surpass the cost of purchasing equipment. In these cases, either the production may purchase the equipment and then re-offer it at the finish of production, or a crew part may get it and rent it back to the production at a low rate. This can work out well for everybody, and the sample assumes that the Director/Producer bought the camera and the editing system and is renting them to the production. To secure itself and its funders, the production maintains a strategy that the total rental in these cases cannot surpass 75% of the actual



purchase cost, and you'll see that a multiplier of 0.75 is utilized by these things.

- "Production Film and Lab" covers videotape stock and/or hard drives utilized on-set. It would also incorporate film stock and processing.
- Travel Expenses—Travel expenses add up rapidly and may be scrutinized by funders. Attempt to keep travel to a base and contract local crew at whatever point conceivable. When you should travel, research airfare and hotel rates fastidiously and search out advice from individuals who have shot in the location before. "Per diems" allow crew members to pay for their own particular meals and expenses while travelling.
- Post-Production—as issues arise amid production, somebody will invariably recommend that you can "settle it in post." But that can get costly, fast. It may be smarter to consider post the second half of a marathon. You can't afford to carry excessively baggage from the principal half. You'll be best prepared for post by doing a lot of research before you even get a camera. Call your editor, online facility, colourist and sound designer. Talk to them about the intricacies of the camera that you'll be utilizing, frame rate, time code, and synchronize and delivery requirements. Do a few tests. Talk about everything about could get complicated later. These conversations will enable you to budget your post workflow, and may also lead to suggestions that will save you time and cash amid production.
- Insurance—Production resembles war. Cars and property get damaged. Individuals get hurt. You need insurance. There are various different sorts of coverage for film productions and the most ideal way to assess your needs is to talk to several representatives who specialize in the entertainment industry. Note that some coverage, similar to laborers' compensation, is required by law.
- Office and Administrative Costs—Most of these things are self-explanatory. Note that so as to rent a production office you may be required to give an insurance certificate.
- Promotion, Publicity, Website—The line things appeared in the sample budget could certainly be increased, yet keep as a



primary concern that some funders, especially broadcasters, won't allow these things as part of the production budget.

- Professional Services—talk with your attorney ahead of time to estimate the cost of legal expenses. Unforeseen legal services add up rapidly.
- Other Required Items—Professional publicity and production stills are critical to securing placement in press and film festival catalogs. Shut captioning is required by various broadcasters.



Budget Sample

SHORT FILM BUDGET			
Summary Page			
Title:		Length:	
Formats:	<i>Shoot:</i>	<i>Post:</i>	<i>Distribute:</i>
PERSONNEL:		PHONE #:	
<i>Director:</i>			
<i>Producer:</i>			
<i>Prod. Manager:</i>			
<i>Dir. of Photog.:</i>			
<i>Art Director:</i>			
<i>Sound:</i>			
<i>Editor:</i>			
BUDGET SUMMARY:			
1) Preproduction Total			
2) Production Total			
3) Postproduction Total			
4) Contingency (10%)			
GRAND TOTAL			
PROJECT TIMETABLE:			
	<i>Begin:</i>	<i>Complete:</i>	
1) Preproduction			
2) Production			
3) Postproduction			
PROJECT DESCRIPTION:			

Screenshot



Short Film Budget Breakdown

Title:		Dir:	
Formats:	Shoot:	Post:	Distribute:
Length:	Shooting Ratio:	Shooting Days:	

1) Preproduction Breakdown:

Item/Service/Personnel	Unit Price/Rate	Cost:
Advertising (casting)		
Transportation (scouting)		
Photocopying		
Audition facility/equip.		
Hospitality		
Legal		
Research		
Production asst.		
Miscellaneous I		
Miscellaneous II		
1) PREPRODUCTION TOTAL		

2) Production Breakdown:

Item/Service/Personnel	Unit Price/Rate	Cost:
SUPPLIES:		
Film stock		
Video record media		
Audio record media		
Batteries		
Gels & diffusion		
Miscellaneous		
EQUIPMENT RENTAL:		
Camera/lenses		
Camera support		
Misc. (meters/bag/slate)		
Sound recorder		
Microphones		
Misc. audio (boom/cable)		
Lighting		
Grip		
Misc. lighting & grip		

Screenshot



<i>ART DEPARTMENT:</i>		
Set construction/material		
Set dressing (rental)		
Set dressing (purchase)		
Prop (rental)		
Prop (purchase)		
Wardrobe (rental)		
Wardrobe (purchase)		
Wardrobe (cleaning)		
Hair & makeup		
Special Effects		
Miscellaneous		
<i>LOCATION EXPENSES:</i>		
Location rental -1		
Location rental -2		
Studio rental		
Strike & restitution		
Truck/van rental		
Car rental		
Parking		
Fuel		
Public transport		
Meals		
Phone		
Insurance		
Location stills		
Miscellaneous		
<i>PRODUCTION PERSONNEL:</i>		
Director		
Production manager		
Director of photography		
Asst. camera		
Gaffer		
Grips		
Location sound mixer		
Boom op.		
Prod. designer/art dir.		
Makeup/stylist		
Talent #1		
Talent #2		
Talent #3		
Extras		
Production asst.		

Screenshot



3) Post-Production Breakdown:

Item/Service/Personnel	Unit Price/Rate	Cost:
<i>LAB WORK</i>		
Process & video dailies		
Syncing dailies		
Color timing		
Misc. lab work		
<i>FILM EDIT SUPPLIES & FACILITY:</i>		
Digital edit suite #1		
Digital edit suite #2		
Media Drives		
Misc.		
<i>SOUND:</i>		
Sound mix suite		
Recording studio rental		
Sound transfers		
Music license fees		
Sound effects		
Studio (foley/ADR/etc.)		
Musicians		
<i>LAB WORK (for finishing on film or DCP):</i>		
DI Scanning		
Color Grading		
Conforming		
Optical effects		
Titles		
Optical audio master		
Film out inter-negative		
Film out release prints		
DCDM		
DCP		
HD Master		
<i>MASTERING & DISTRIBUTION:</i>		
Mastering Media		
Distribution Media		
DVD / Blu Ray copies		
Packaging		
Promotion & fest. fees		
Miscellaneous		
<i>POST PERSONNEL:</i>		
Editor		
Sound designer/mixer		
Foley/sound engineer		
Musicians		

Screenshot



Unit summary



Summary

In this unit, we described the many types of productions falling under the term "audio-visual" and how Celtx makes them easier to create and use. We learned how to build a Celtx project container for our AV project and to use the AV script elements of Scene Heading, Shot, Character, and Dialogue. We learn how to make a proper budget for a video production and story breakdown, the budgeting chain systems and focus on creating the "professional" budget.

Assessment



Assessment

1. Name the software's which can be used writing a script?
2. What elements go into a successful script?.
3. How do you write about the characters in the script?
4. What are the margins for a screenplay?
5. Describe the role of Script Writer?
6. Should you add copyright information on the title page of an A/V project?
7. Write an audio script Draft.
8. What is screenplay?
9. State the various expenditure heads for preparing an audio Script?

Resources



Reading

- <https://google.com>
- <http://wikipedia.com>
- <http://www.youtube.com>
- <https://image.slidesharecdn.com>
- <https://www.celtx.com>

Unit 3

Shooting for 5 minutes Program

Introduction

The purpose of this unit is to help you identify if video is an appropriate medium to reach your target audience and if video is the correct venue, provide you with specific examples to help you succeed in producing your own video.

Video is a great medium to tell a story. Shoot can help take your story from merely 'telling' to 'showing', and can be a very powerful teaching tool if used correctly.

It's helpful to consider the overall workflow of creating a video. Decisions such as what the major takeaway message of the video will be, what equipment to use and the sequence of filming each have effects on other aspects of the project. This can make it hard to know where to start. A common mistake among those new to visual storytelling is to hastily jump into a new project.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- Name the Equipment needed for Video Production
- Develop a Checklist before going for Shooting
- Plan to Shoot NEWS
- Plan to shoot Music Video
- Plan to shot Documentary

Terminology



Terminology

DSLR:

Digital Single Reflex Camera

Storyboard:

Shot by shot visual description

Documentary:

A kind of non-fiction video or film.

Scene:

Combination of multiple shots with a understandable meaning.



Production

Production is the most important part of any video, film, news and another medium. You can control the majority of the environmental variables, yet unless you have a big studio and a department or workshop where you can create sets, you're essentially up the creek without a paddle shooting anything other than a talking head, or a talking head before a green screen so you can put a different background behind your talking head. In case you're not a video production company or a system, you don't have the equipment and wherewithal to focus on large-looking productions. What do you do?

Most commercial production houses shunned shooting in the studio years ago. Going outside to create video can be somewhat scary and it can make your life, um, energizing sometimes! Regardless of how well you've scouted your locations, you will be faced with a touch of the obscure. Big production companies have the cash for bunches of lights and electricians to light them, sound equipment and individuals to operate it, video (film) equipment and whatever treats you can consider. In any case, even regardless they have a ton of questions on the set. How about we take a gander at what makes video production practical.

Equipments for video production

There are two things to think about practical video production: your equipment, and actually going out and shooting the video with your decent sparkly equipment. To begin with comes practical equipment. How about we take a gander at a practical approach to equipment with minimal spend for maximum impact.

Cameras

You can't afford to make video with a Red or an Arri or any other extremely expensive camera. You don't need expensive equipment to shoot great video. Do expensive cameras make a distinction? It depends. Good lighting makes the biggest distinction, as does understanding how to utilize the camera. In the event that you know how to light well, and have a camera operator who understands how to shoot past simply pressing the start catch, you'll do fine. We don't have all the time on the planet to get the most ideal chances to recount the story.



What can you do with a really constrained budget? How about we go up the value range. You get an affordable bit of equipment. If you are shooting HD video, one thing you can do is get a DSLR (digital single-lens reflex camera) like a Nikon or Canon. Yet, despite everything you'll need a lens. If you want to change focus or the introduction during a shot, you need a lens that can do that unobtrusively. DSLR lenses are generally not intended to change exposures easily without a tick between f-stops. And many DSLR lens-focus engines have a tendency to be noisy. A different camera option is to get a Sony Handycam, Panasonic, JVC, or whatever kind of really portable camera that accompanies a built-in lens. Those are available in affordable cost. Another arrangement could be a Blackmagic Design Pocket Cinema Camera. It's a genuinely professional camera without a considerable measure of extravagant accessories however it can make to a great degree beautiful pictures. It shoots RAW video, which is incredibly flexible and which you can easily color grade. RAW means the video files the camera records are sensor data with no image processing. RAW video requires color grading software (Adobe has it handily built into Premiere Pro CC) keeping in mind the end goal to be viewable (in other words, lovely).

Checklist: Before Filming

Before going to shoot something, CHECK to make sure you have not forgotten anything!

Basics

Camera, the field monitor, and their accessories

Batteries

At least 2 charged batteries each for the camera and the field monitor

Videocassettes

2 blank mini-DV cassettes or 2 SD cards to record on, plus an extra one, in case you need it, a head-cleaning cassette

Audio

- Microphone(s) (Hand-held, shotgun, or camera-mounted microphone, Lapel etc.)



- Appropriate cable for each microphone with connectors
- Extra battery for each microphone
- Professional headphones for sound monitoring

Cables

Cables for the connection from the camera to the field monitor.

Cables for the connection from the microphone to the camera.

Note: When you get to the place where you are filming, set up the equipment and make certain to CHECK picture and sound before you begin shooting.

Sound

Before you going to record audio you should check-

- Connection between the headphones to the monitor
- Placement of the microphone to capture important sounds/voices
- Quality of the sound

Camera

Before you going to record video you should check-

- Clarity and stability of the image
- Framing of the image in the monitor

How to shoot a Music Video

With late advances in computer and video technology, it's turned out to be easier than ever to create amateur music videos. Like any artistic endeavor, the process of recording a music video can be rewarding, frustrating, and fun, trying, exhausting, and thrilling - sometimes all at once. Music videos are constrained just by your imagination and your budget. In this practical, you'll investigate the basics of the technical and creative processes that go into making music videos.

STEP 1: Developing of the Concept

A written plan about what you should record during the activity is extremely useful so as to prepare the actual recording and further editing of the final video item. Having a schedule of the planned



activity and thinking about what you hope to happen in each of the minutes in terms of dynamics and interaction with the participants will enable you to pick beforehand those parts worth paying more attention to for recording.

STEP 2: Proper Paper Work

You want something to gather your contemplations, take down notes, and sketch scenes. Keep pencils and an eraser or two with your notebook and keep these things with you all through the filming process. Ideas may come to you when you least expect them.

STEP 3: Listen the Song

Try not to do anything else the first time — simply listen. Then, listen to it many, many more times. Listen to it with the artist. Regardless of whether you know the song by heart, attempt to listen to it as if it's the first time. How can it make you feel? Does it make you want to dance, cry, act senseless, or head for the bar? Or on the other hand does it make you feel strange combinations of feelings? When you have an idea of the song's emotional centre, brainstorm that ideas for your video. It can be exceptionally useful during this process to counsel with members of your technical staff - they'll recognize what's easy to film and what's not all that easy.

STEP 4: Search Locations

Before you start shooting, you'll need to know exactly where you want to shoot. Sometimes the video concept can necessitate travelling to a remote location or building a custom set. Talk to the owners or management of any location you want to utilize. Make beyond any doubt they are OK with your shooting. If you're fortunate, they may also be a perfect fit for a character in your video (if they're willing).

STEP 5: Create a Storyboard

A standout amongst the best video-planning tools at your disposal is a storyboard. Storyboards are shot-by-shot sketches of a video that are counseled to coordinate the video's action. Storyboards don't have to be flashy. They can be as basic as the position of



actors and props in each scene, or they can be as detailed as individual cutaways, expressions, the direction of development, and so on. If you can't draw a straight line, don't stress: make a content storyboard. As long as you have an idea of what is going to happen in each shot, and you can communicate that to your crew, you'll be good to go. Hope to break your video into "scenes" that match your vision. You can minimize shooting time if you shoot all the footage in a certain location at once (regardless of whether it's out of the request it will appear in as a finished video.) Plan your shooting with the goal that you travel as efficiently as conceivable.

STEP 6: Crew member

Depending on the scale of your production, you may have the capacity to depend exclusively on yourself and your actors, or you may need to create large a crew for the video. Here are a few positions you should seriously mull over filling based on what work you'll need done:

Director: This will in all probability be you. You'll be sharing your vision to the cast and crew, to mediating question amongst lighting and sound. You're the manager, but at the same time you're in charge of more than anyone else.

Videographer: The videographer will be in charge of capturing the action on at least one cameras. You'll define the shot, however he will actually frame the scene, work with the gaffer to guarantee the set is appropriately lit, and let the sound person know when the boom is in the scene.

Sound Man: On a shooting set, he's the person sticking mics in everyone's faces. For a video, which often doesn't feature dialog, he'll be the person cuing up the song so the actors have something to work with. In the middle of pressing "Stop" and "Play" and "Rewind".



Grip: This is the fortunate soul who gets the opportunity to move all the wires, all the lights, all the gear, seating, tables, props, and everything else that is expedited set. It's a ton easier to run a shoot when you have someone to handle those things while you handle the bigger-picture things.

Costume: you may essentially give guidance to the talent ("wear jeans and a tight shirt,") or have costumes made to arrange for the actors. Whichever way you do it, if there are costume changes involved, make beyond any doubt some individual can coordinate that between scenes.

Props: Again, this may be you, however some individual has to find the vehicles utilized, in addition to things actors on the set utilize—mustard bottles that squirt reliably on sign, anything an actor gets or puts down, or isn't part of the location.

Choreographer: If you do want dancers and it's in your budget, get a choreographer. They will make beyond any doubt the dancing is smooth and coordinated.

STEP 7: Set the Stage

Now that you have all your ducks in a row, the actors are well-rehearsed, and your crew is loaded for beer, it's time to prep your set and shoot your video. Pick a scene to shoot.

Put the objects and anything else that's in the scene into position, and have the actors stand on their marks.

Set your lighting. If this is an open air shoot, if you don't have powered lights you may have the capacity to utilize a reflector, which is a large bit of white fabric or poster board that reflects the daylight, softening shadows and brightening a scene. For the best way to focus light, utilize more than one reflector, or even a mirror.



Keep in mind, the main person on screen is always the brightest on screen. Whenever outside, always have the main character's back to the sun except when the sun is amidst the sky. Along these lines, the reflectors can illuminate the person's face and front. Although there is a great deal to do to get efficient lighting, it is justified, despite all the trouble when you want a fantastic video.

STEP 8: Set the Lights & Camera

You may want to shoot part of your video on a tripod, for static scenes. Jiggly cameras can sometimes distract the watcher from the video itself. Other times you may want to utilize a handheld Steadicam for more dynamic shots, shooting a combination of angles and styles will support creative options in the editing suite. Get your actors in place. If they're in the scene as the camera rolls, have them take their marks. If they come into the scene as it plays, have them at their entrance point. If your light boys are in position then put on all the lights for that particular zone, where you are going to shoot.

STEP 9: Set the Sound

Locate the sound's best possible point in the song, and give it a good lead-in time so individuals can "get in sync" with the music. Longer is better, at first. If you do multiple takes, you may have the capacity to abbreviate this part up. At the point when Sound is ready and music playing, he'll yell "speed!" The sound person may also want to feed the sound into the video.

STEP 10: Say Action

You know the bore here—on "Action!", the actors turn out and do the action. You may wind up with multiple takes, multiple angles, great takes, and awful takes. This is the place the fun begins.

How to Shoot Interviews



Title- Interview

Source- [Interview Radio 4](#)

Attribution- [Minister-president Rutte](#)

Link-

[https://commons.wikimedia.org/wiki/File:Interview_Radio_4_\(6840565867\).jpg](https://commons.wikimedia.org/wiki/File:Interview_Radio_4_(6840565867).jpg)

When recording an interview, endeavor to keep it around 5 minutes. If your video is any longer than that, you may lose your audience's attention. Follow these tips to prepare and record your video. Ask the person you're interviewing to take a gander at you, not at the camera. Endeavor to avoid a straight-on shot - shoot the person from a slight angle to the left or right.

Before the Interview

This is a pure pre-production step. These are the important rules for a good interview shooting session.

- Record and share your inquiries in advance with the interviewee. Make beyond any doubt they understand the inquiries and that the themes/things they want to talk about are secured.
- Make beyond any doubt the interviewee understands the time responsibility of the interview; recordings often take longer than anticipated.
- Ask the interviewee to wear strong, neutral colors.



- Find a decent, sufficiently bright location to record the interview. Make certain the background will help focus attention regarding your matter, instead of accidentally blending them into the background. For instance, if the interviewee is wearing white or has white hair, they may get 'lost' in the frame if placed against a white background.
- Test your camera equipment at the location to search for reflections and/or glare from windows, computer screens, and so forth.

The techniques to shoot Interview

- Set your camera up at eye level and focus it before you start the interview. When you are recording, don't to change camera angles or zoom in and out unless it's necessary.
- If your subject is sitting, you ought to also sit in a chair while you're doing the interview so the interviewee does not have to gaze toward you. If they're standing, stand up.
- If you are interviewing more than one person make beyond any doubt they are in the same lighting.
- Utilize a lapel microphone to eliminate background noise.
- Speak slowly and clearly; carefully articulate your words. Be careful about using 'umm,' 'uhuh,' and other similar "filler words."
- Try not to interrupt the interviewee; wait until the point when they finish speaking to ask for clarification.

How to shoot a documentary

A documentary is any non-fiction video or film that informs watchers about a real-life topic, person, event, or issue. Some documentary films give us educational information about things that aren't outstanding. Others recount detailed stories about important person and/or events. Still others attempt to persuade the audience to agree with a certain viewpoint. Whatever subject you pick, filming a documentary can be a genuine undertaking. Follow these steps for a few tips on creating a documentary film.

STEP 1: Preparing the Concept

Try out your ideas in verbal form first. Start telling your documentary idea in story form to your family and friends. Based



on their reaction, you may do one of two things; scrap the idea completely or revise it and move forward. Though documentaries are educational; they still have to hold the audience's attention. Here, a good topic can do wonders. Many documentaries are about controversial social issues. Others are about past events that stir up strong emotions. Some challenge the things that society views as normal. Some tell the story of individual people or events to make conclusions about larger trends or issues. Whether you choose one of these approaches or not, make sure you pick a subject with the potential to hold an audience's attention.

STEP 2: Schedule your Shooting

What is to be done & where	Planned Date & Time	Who is responsible?	Resources required	Date completed	Changes made after completion & why
Proposal of ideas that would be presented to a production company					
Budget (List of resources and equipment to be used to find our total cost)					
Script					
Storyboard					
Location Scout					

Created by author

You don't necessarily need to know *exactly* how your documentary is going to come together before you start shooting - you may discover things during the process of filming that change your plans or offer new avenues of investigation. However, you should definitely have a plan before you start shooting, including an outline of specific footage you want to shoot. Having a plan ahead of time will give you extra time to schedule interviews,



work around scheduling conflicts, etc. Your plan for shooting should include:

1. Specific people you want to interview - make contact with these people as early as possible to schedule interviews.
2. Specific events you want to record as they occur - arrange travel to and from these events, buy tickets if necessary, and get permission from the event's planners to be able to shoot at the event.
3. Specific writings, pictures, drawings, music, and/or other documents you want to use. Get permission to use these from the creator(s) before you add them to your documentary.
4. Any dramatic recreations you want to shoot. Search for actors, props, and shooting locations well ahead of time.

STEP 3: Interview Relevant People.

Many documentaries devote much of their running time to one-on-one interviews with people who are knowledgeable about the subject of the documentary. Pick a selection of relevant people to interview and collect as much footage as you can from these interviews. You'll be able to splice this footage throughout your documentary to help prove your point or convey your message. Interviews can be "news style" - in other words, simply sticking a microphone in someone's face - but you'll probably want to rely more on one-on-one sit-down interviews, as these give you a chance to control the lighting, staging, and sound quality of your footage while also allowing your subject to relax, take his or her time, tell stories, etc.

1. These people may be famous or important - well-known authors who have written about your subject, for instance, or professors who have studied it extensively. However, many of these people may *not* be famous or important. They may be ordinary people whose work has given them a familiarity of your subject or people who simply witnessed an important event firsthand. They can, in certain situations, even be completely ignorant of your subject - it can even be enlightening (and entertaining) for the audience to hear the



- difference between a knowledgeable person's opinion and an ignorant person's opinion.
2. If you're stumped for interview questions, brainstorm questions based on the basic queries "who?" "What?" "Why?" "When?" "Where?" and "how?" Often, asking someone these basic questions about your subject will be enough to get him or her to relate an interesting story or some enlightening details.
 3. Remember—a good interview should be more like a conversation. As the interviewer, you must be prepared, having done your research and informed yourself to glean the most information from the interview subject.

STEP 4: Get Footage from Film

One of the main advantages of documentary films (as opposed to dramatic films) is that they allow the director to show the audience *real footage* of actual real-life events. Provided you don't break any privacy laws, get as much real-world footage as you can. Film events that support your documentary's viewpoint, or, if the subject of your documentary happened in the past, get in touch with agencies or people who have historical footage to get permission to use it. For instance, if you're making a documentary on police brutality during the Occupy of Posco land protests, you may want to contact people who participated in the protests and collected hand-held footage.

In historical documentary, we'd obviously want lots of footage of temples taking place in and around Odisha. If we're creative, though, there are plenty of other things we might want to film: a discussion on a proposed temple protection, for instance, might provide some thrilling dramatic tension.

STEP 5 : Film Establishing Shots

If you've watched a documentary before, you've surely noticed that the entire movie isn't *just* footage of interviews and of live events with nothing in between. For instance, there are often shots leading into interviews that establish a mood or show *where* the interview is taking place by showing the outside



of the building, the city skyline, etc. These are called "establishing shots," and they're a small but important part of your documentary.

1. In historical temple documentary, we'd want to film establishing shots at the locations where our interviews took place: in this case, Temple walls, Badadanda shops, Puri beach etc. We might also want to get some footage of near far temples in puri landmarks to give the audience a sense of the locale.
2. Always collect audio from the shoot including room tone and sound effects unique to that location.

STEP 6: Shoot Dramatic Recreations

If there's no real-life footage of an event your documentary discusses, it's acceptable to use actors to re-create the event for your camera, provided the recreation is informed by real-world fact and it's perfectly clear to the audience that the footage is a recreation. Be *reasonable* with what you film as a dramatic recreation - make sure that whatever you commit to film is grounded in reality. Sometimes, dramatic recreations will obscure the actors' faces. This is because it can be jarring for an audience to see an actor portray a real-world person in a film that also contains real footage of him or her.

STEP 6: Keep a Note.

As you film your documentary, keep a note of how the filming went each day. Include any mistakes you made as well as any unexpected surprises you encountered. Also consider writing a brief outline for the next day of shooting. If an interview subject said something that makes you want to pursue a new angle for your film, note this. By keeping track of each day's events, you have a better chance of keeping on track and on schedule. Once finished, do a paper edit viewing footage and making notes of shots to keep and others to discard.

Then goes to next step post production for your documentaries.



How to Shoot News

Concept of News

Before starting any news report, the most critical point to recollect is: Keep it simple. Consider how you might recount the story in the most captivating path, without making it excessively confounded.

Planning for News

Similarly as with any story, you should arrange for how you need to begin your news report and how you need to end it. This will keep your story heading in the right direction, and you won't pass up a major opportunity any important information in the middle. When planning your report, you should think about the five ways. These are:

- What - What is the story? Get the actualities right before starting your report.
- Why - Why is the story important to your gathering of people? Which indicates do you require focus on to get their advantage?
- Who - Who is included? Consider who will have the capacity to recount their sides of the story in an intriguing way. Ensure they're accessible to film when you require them.
- Where - Where is the story happening, and where is the best place to film? In case you're shooting outside of a lodge, you may need to get consent first.
- When - Has the story as of now happened, or is it going to happen? On the off chance that there will be a noteworthy occasion you need to report on, ensure you arrive on time!

By planning every one of these focuses in detail, you'll know precisely what you have to film, where and when. That way, you won't pass up a great opportunity for anything when you're on location.



Equipment for News coverage

Always bring a lot of pens and paper, spare camera batteries and SD card. On the off chance that you run out amid an interview, you won't have the capacity to complete your story. What's more, on the off chance that you have a tripod, take it with you to keep the shots steady.

Shooting the news

When you have done all your planning, at that point you can begin to film. A fundamental TV news report is comprised of five sections:

- Introduction - This is the place the reporter starts to clarify the story. Try not to make it too long, keep it short and snappy.
- First interview - The first person you converse with will give their opinion on what is occurring, and how it affects them.
- Second interview - You have to converse with someone with an alternate opinion, to give balance.
- Extra shots - These show the audience more about the place and the general population in the story. They make the report additionally interesting.
- Conclusion - This will be the reporter's sign-off, where they summarize the outcome, or possible outcomes, of the story.

Contemplate where you need to set up every one of the shots, using distinctive backgrounds and angles to keep it interesting for the audience.

For instance, reporters can look straight at the camera when they do their introductions and sign-offs. These are called "pieces to camera".

The interviewee stands on one side of the frame looking to the reporter on the other side. Consider how to position your interviewee in the shot. Interviewees usually stand on one side of the frame looking over to the other side of the screen. This is



because they are looking at the reporter, who stands on one side of the camera, so you can't see them in the shot.

Be exceptionally watchful to check your audio levels too. Wear your headphones! Without great sound you won't have the capacity to use the video that goes with it.

Precaution

When filming, you and your group's safety is top need. Don't film in dangerous places - in the street, for instance, or adjusting on top of something. Be cautious of cables and leads - keep them off the beaten path so individuals don't stumble over. Planning ahead can truly enable, so you to know where you're going and don't get lost. Always ensure someone in charge knows where you will be.



Unit summary



Summary

In this unit you learned the **Basics of shooting**. You were able to examine the 'Elements of Shootings' and 'Principles of recording'. How to add aesthetics to any composition? Why these elements are important for any project.

We also addressed about 'Fundamental of shooting' and able to distinguish type of video shoot. How their properties are different from each other? You also learn the difference shooting techniques and the shooting chain systems.

Assessment



Assessment

1. List any three equipments used in shooting process.
2. Write the points you will keep in mind while shooting a music video?
3. Explain the principles to shoot an Interview?
4. Describe the use of storyboard.
5. Write the use of lapel when you are recording.
6. Write the step you performed as a director.
7. Differentiate between music video and documentary.
8. State the primary tools for lighting?

Resources



Readings

- <https://www.google.co.in/>
- <https://www.wikipedia.org/>
- <https://www.youtube.com/>
- <https://www.wikihow.com/>
- <https://library.creativecow.net/>
- <https://pixabay.com/>



Unit 4

Editing of 5 minutes Program

Introduction

Editing is an essential part of making any film or video. Capturing high-quality video has never been easier, but capturing video is only part of the storytelling process. And it doesn't even have to be storytelling; it could be sharing an experience, presenting information, or covering news. To get video from its raw form to a finished, watchable piece, it needs to be edited.

A lot of folks think video editing is complicated and hard to learn. But it doesn't have to be! In this unit you will learn the basics of video editing. You will learn how to import and organize your footage and assets, how to trim clips and add them to a timeline, and how to sweeten audio. You will learn about color correction and grading, video effects and transitions, and more! This way you can follow along and get real, hands-on experience.

At the end of this course you will have the skills to start editing your own projects so that you can get started telling stories of your own.

Outcomes



Outcomes

Upon completion of this unit you will be able to:

- List the types of movie editing
- Practice the steps of Editing
- Choose the Right software's for editing
- Plan to edit music video
- State the Important Editing rules



Terminology



Terminology

Off-Line Editing:	This is the process in which the raw footage is copied and edited at a lower resolution than the final output, and an online EDL is created to be used in the final assembly of a picture.
On-Line:	This process is to an electronic edit what a negative cutter is to a picture completed on film.
PAL:	(Phase Alternate Line) The 625-line, 25 frame per-second television standard used in Western Europe, India, China, Australia, New Zealand, Argentina and parts of Africa.
Real time:	Real time the ability to interact with data as it's being created.
Pan and Scan:	It is a method of converting a widescreen image to a 4:3 (standard television) aspect ratio for projection or television
VTR:	Video tape recorder also referred to as a "deck." They're used for duplicating video tapes and inputting and outputting from a computer.

Editing

Non-linear (film style) Editing

Non-linear editing is best for highly structured, short-format projects. When professionally done, tightly edited tapes of highlights usually take about one hour to edit 1 minute of the final segment. The more time you spend editing, the better your video can be, but don't overdo it.

- Non-linear editing is like writing an essay with a computer.
- Video segments called "clips" are digitized to a hard disk.
- Any shot can be accessed instantly and at random and can be shortened lengthened, juxtaposed, moved or removed
- Video and audio changes can easily be cut and pasted
- Rough Edit: On this first pass, edit the original material by choosing the best clips. No transitions or audio mixing are added yet; the story structure is simply assembled in order to make sure the intended story comes through clearly



- Tight Edit: Make a second pass adding transitions between scenes and a third pass cleaning up the sound and adding music, if any.
- Before final mastering, add titles to identify people, places, and things; to help tell the story, or to give credit. Titles are rendered. Bars and tone can be added to the beginning for future reference.
- Final Mastering: The final step is to playback the program on the computer and records it onto your preferred medium (hard drive, Blu-Ray, DVD, Mini DV).

Source-

<http://web.mit.edu/techtv/videoprodguide/editing.html>

How to Edit a Video?

To begin with thing you recollect that as an editorial manager you are a storyteller! Editing is far beyond basically cutting footage. It's a chance to take your audience on a voyage. Regardless of whether you're editing a mind boggling narrative film or just assembling a corporate video, that doesn't matter, but every cut, every transition, every sound effect, and graphic needs to recount a great story. So while you're editing, ask yourself how each scene is advancing the story. Audiences cherish struggle. Find that contention and emphasize it through pacing and music, you have to do when you take a seat to alter a video is figure out who your hero is. For a video, the hero may the interviewee or even the audience. Release your hero on an excursion and defeat obstacles — regardless of whether the obstacle is as trivial as not realizing what sort of toothpaste to choose. Utilizing this procedure will change the way in which you alter and you'll instantly observe a change in your video's quality.

Amid the editing process, you should assemble all of the various content you have gathered. This may incorporate video clips, still shots, slide images, voiceovers, and music. You may deliver an audio program, a video, or an image slideshow amid this phase.

Choose the Right Software

Picking the correct editing software is a considerable measure like picking the correct car. They'll all get your from A to B, yet relying upon your tastes and inclinations, you may lean toward one above

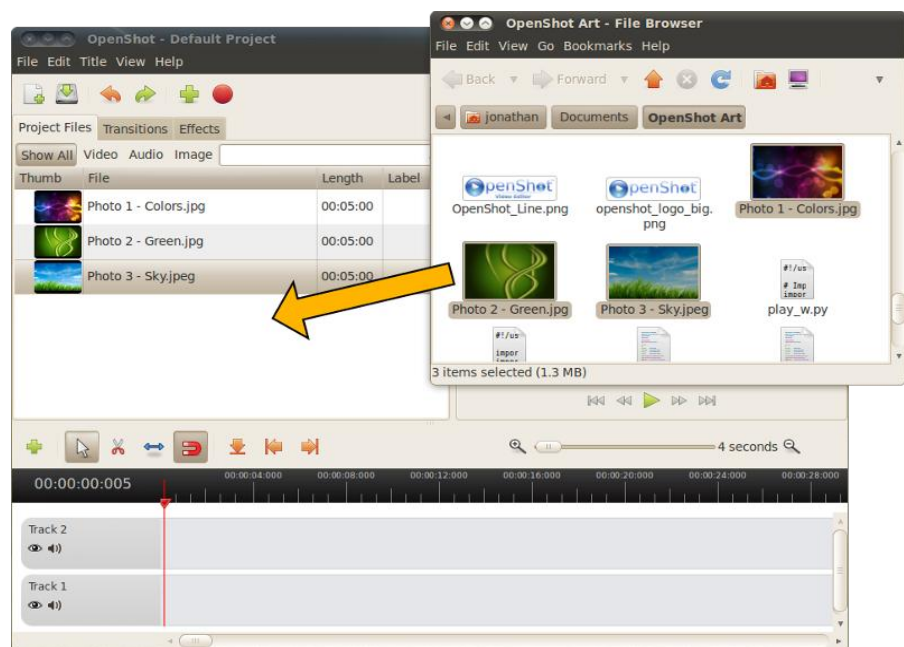


the rest. The accompanying is a brisk breakdown of the most popular professional video editing software on the planet. You can use to alter and produce your video. Take a glance at these to decide the best fit for your ability level and spending plan.

- Free: Open shot, Avidemux, Cinelerra, Blender, windows movie maker, Filmora
- Moderately priced: Camtasia
- Professional: Final Cut Pro, Adobe Premiere, Avid

Here we are going to discuss about the Open source software Open Shot video editor software. Because, it is free for user and user friendly for beginners.

Learn the basics of your editing interface



Title- Openshot Video Editor Interface

Link- <http://www.openshotusers.com/help/1.3/en/>

While diverse programs have distinctive features, the basics of most software are quite similar. Indeed, even straightforward programs have a considerable measure of tools and buttons, yet

there are three main parts to every video program that you should know:

The Timeline: This is the place you arrange, alter, and trim your footage into the final video. Here and there known as a "sequencer" or "storyboard editor" this is the place you do the majority of your work. Most programs indicate both audio and video in the timeline. It is usually near the bottom of your window.

The Preview Screen: This is the place you watch the draft of your motion picture while you alter. It usually starts out as a black box with play, rewind, and stop buttons underneath it. It is usually in the upper right quadrant.

The Library/Collection: This is the place all of your imported audio, video, and pictures are arranged, allowing you to drag and drop them into your timeline for editing. It usually accompanies a search function and some labeling tools. It is usually on the left side of the window.

Different areas may incorporate audio controls, a "toolbox," special effects, a place to add titles, and a moment video screen to check imported footage.

Know the essential tools for editing



Title- OpenShot Video Editor toolbar

Link- http://www.openshotusers.com/help/1.3/en/ar01s04.html#sect2_15

In spite of the fact that each program has distinctive names for them, there are just a modest bunch of tools that are obligatory for basic editing. Drift over an icon to perceive what it is named in your program.

1. Add Track: Add a new track to the top of the stack.
2. Select Mode: Select mode allows you to click and move clips.
3. Razor Mode: Razor mode allows you to split a clip where ever you click. If snapping is enabled, clicking near the play-



head (the red line), will slice the clip exactly on the play-head.

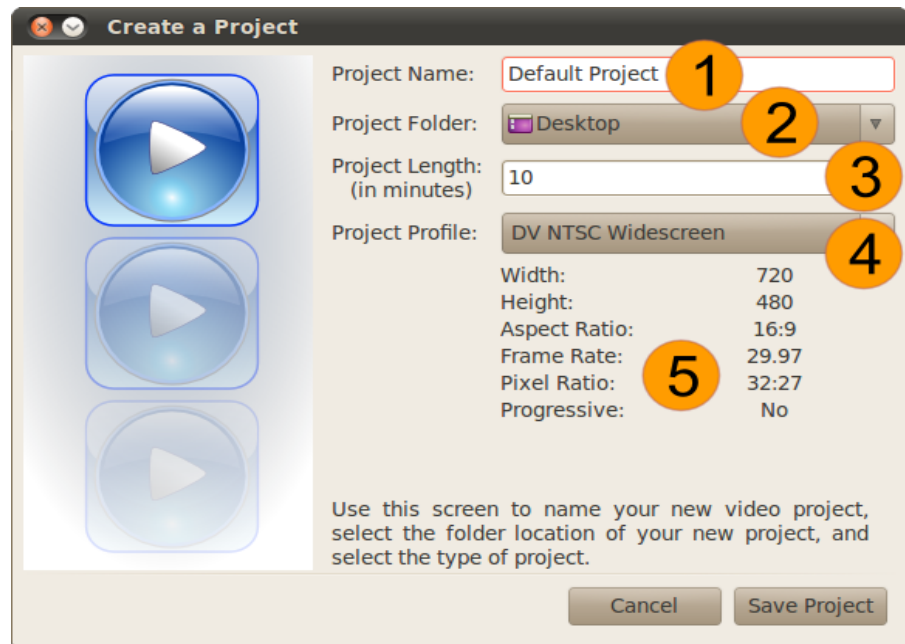
4. **Resize Mode:** Resize mode allows you to grab the edges of a clip and drag to resize (or trim) the clip.
5. **Snap Mode:** Snap mode allows clips to snap (or jump) to the nearest clip or play-head (if any are close) when you drop them. Transitions will snap to nearby clips. Also, clips and transitions will snap to the play-head's position.
6. **Add Marker:** Add a new marker, which allows you to quickly jump back to this exact point while previewing.
7. **Previous Marker:** Skip to the previous marker (if any).
8. **Next Marker:** Skip to the next marker (if any).

Organise your Footage

Regardless of whether you are producing a simple video or a feature to film, the well-organized footage is significant to forestall misfortune, streamline your editing process, and help other team member's hop into the venture without confusion. Despite the fact that it might be an issue at to start with, completely naming and documenting your video footage will spare endless cerebral pains later on.

1. Organize folders by project and the date it was shot. Ex. E:\ Movie\ Project_2-22-17.
2. Organize clips by scene and take. Ex. E\ Movie\ Project_Scene1_Take1.

Create a New Project



Title- New project window

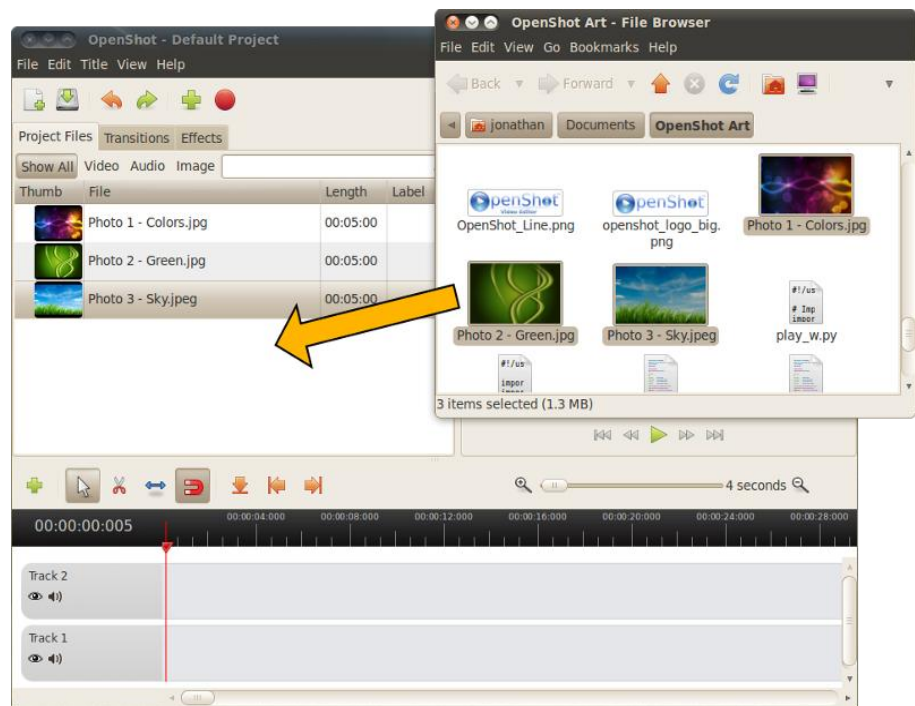
Link- http://www.openshotusers.com/help/1.3/en/ar01s05.html#sect2_21

Depending on your footage several options will appear here, but standard digital video quality will be 720x480 or 1080x720 (High Definition) at 25 frames per second. These settings are called PAL standard and are used in most countries. If you are in doubt, ask the cinematographer or director what settings they shot the video on.

If you're still lost, look up your camera's settings on the internet -- it should tell you what sort of video you are editing. Many modern programs will automatically conform project settings to your footage, eliminating this headache for less experienced editors.



Import Your Footage



Title- Importing files

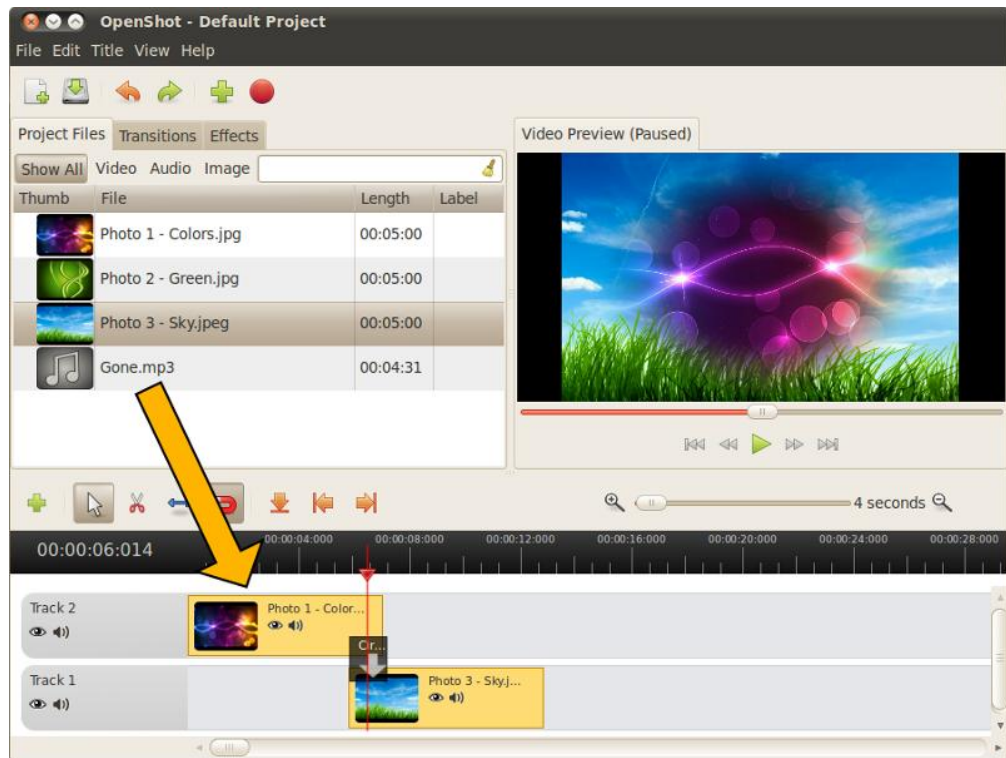
Link- <http://www.openshotusers.com/help/1.3/en/ar01s06.html>

Link- http://www.openshotusers.com/help/1.3/en/ar01s05.html#sect2_21

Though all programs are different, you can usually bring your film clips into the project under File-->Import. This does not make your movie or order your clips, it simply tells the program which videos you will be editing and allows you to access them.

1. Some programs let you drag and drop footage from another window into your editing window.
2. Importing footage allows for Non-Linear-Editing (NLE): the process of editing video out of order without changing the original footage. All modern editing is Non-Linear.

Dragging and Dropping of clips in timeline



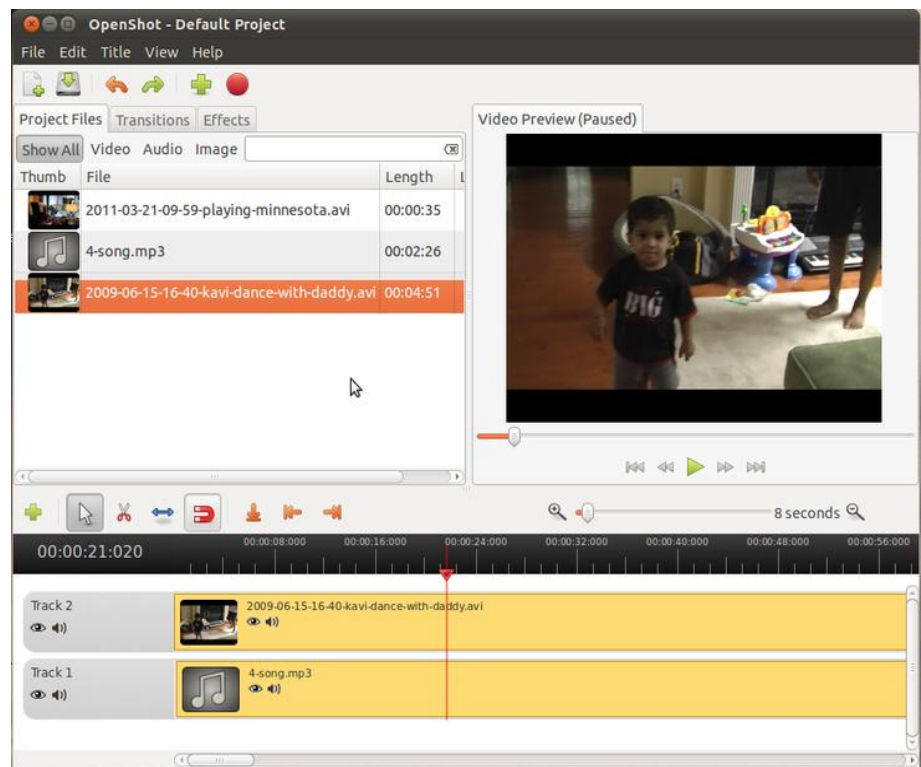
Title- Dragging & dropping of clips in timeline

Link- http://www.openshotusers.com/help/1.3/en/ar01s03.html#sect2_5

Start building the skeleton of your movie by ordering your clips and choosing which shots you like the most. You can always drag clips into new spots after you place them. Start working on a few minutes of the video at a time to prevent becoming overwhelmed. Click on a file, drag over the timeline and drop it. The clip will now be added to the timeline.



Splice the scenes together



Title- Splice the scenes

Link- <https://www.kurup.org/blog/2011/08/10/openshot-video-editor>

Once you have the scenes in order you need to trim the beginning and ends so they line up cohesively. While sometimes this is as easy as eliminating the initial "Action!" you'll have to make artistic decisions here too. To splice, find the "razor" or cut tool to break the footage up into smaller parts, and then delete the parts you don't like from the timeline.

Many programs let you drag the beginnings and ends of clips to shorten or lengthen them.

Never permanently delete any footage-- you never know what will come in handy, even if only for the "bloopers reel!"

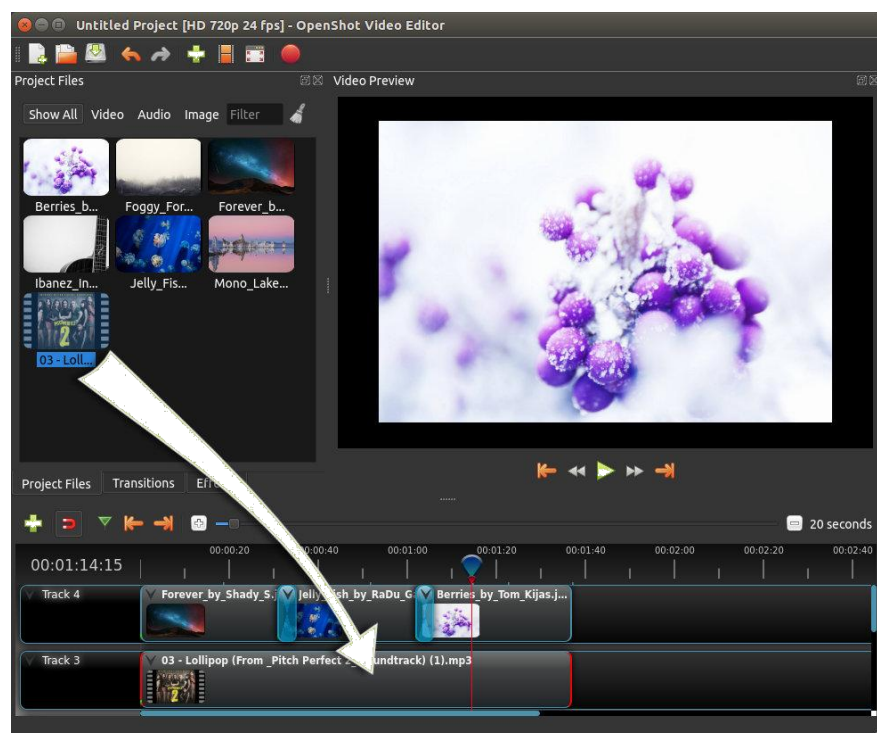
Add transitions and effects to footage

Though these are essential to most movies, they can only be effective once you have the footage completely organized and cut. Most programs have dedicated windows and menus for titles and transitions, and you should play around to see which fit your project.

The most common transitions are "fade-ins" and "fade-outs," which is when the image slowly appears or disappears from the screen.

For more complicated special effects, transitions, or animations, editors often rely on separate post-production programs like Blender.

Add Music



Title- Adding music

Link- https://www.openshot.org/static/files/user-guide/quick_tutorial.html

To make the Video more interesting, you need to add some music. You should have imported a music file. Click on the music file, and drag it onto Track 1 on the timeline.



Balancing of Sound

It appears like each video editor has their own particular feelings about what your audio levels ought to be, so the accompanying suggestions are in no way, shape or form law. Notwithstanding, in case you're experiencing some difficulty getting your audio without flaw, simply take after these speedy recommendations and start changing your audio from that point.

- Overall Mix Level: -10db to -14db
- Dialogue: -12db to -15db
- Music: -18db to -22db
- Sound Effects: -10db to -20db with occasional spikes up to -8db.

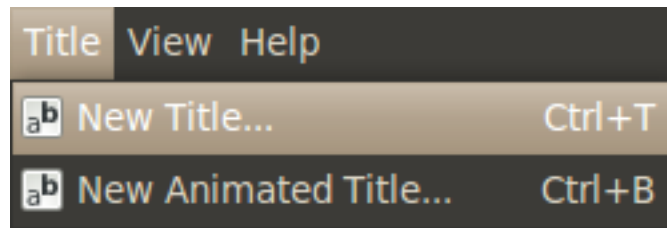
By the day's end, your ears should be the judge. Your audio may take after these tips consummately, however in the event that it sounds awful... it's terrible.

Adjust the colour

Not all movies need to take this step, but if you want to look professional you'll need to balance audio and video so that the shots all look alike and there are no jarring volume shifts. Luckily, many programs have an "auto color-correct" function and "volume equalizer" built in. For a professional looking film you'll need to do this manually.

Color correction is the way toward getting your footage to a color baseline. Regardless of how incredible your footage looks on set, you will quite often need to do some fundamental post-preparing to get the greater part of your footage reliable. The greater part of the major NLEs have fundamental color correction effects worked in that make it simpler than ever to perform essential color correction. However, you might be somewhat constrained on your capacity to control colors on the off chance that you are given a highly compressed codec. Remember this when shooting your footage on set. Record groups like RAW and ProRes will be simpler to control than h.264 and AVC-HD.

Titles and Graphics



Title- title window

Link- <http://www.openshotusers.com/help/1.3/en/ar01s17.html>

After you've edited your video, included music, and color graded, it's an ideal opportunity to include the graphics. While it's anything but difficult to spot awesome motion graphic work when you see it, great graphics are shockingly hard to create yourself. It's extremely best to keep things simple.

Once the title editor dispatches, you have to choose a template and tap the Create New Title button. The will make a duplicate of the template SVG title, and add it to your Project Files. Enter the name of the record, as it will be spared to your hard-drive.

Preview video at various point



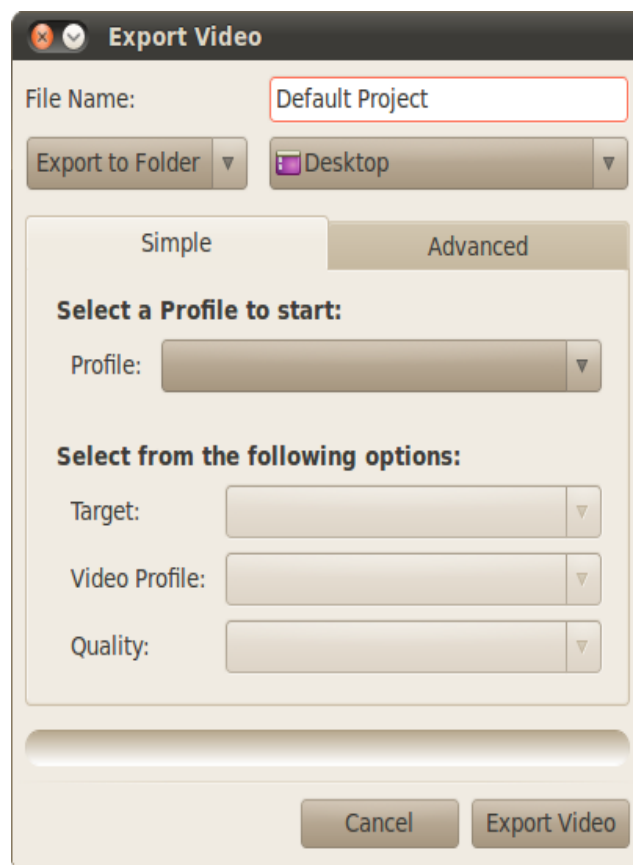
Title- Preview window



Link- http://www.openshotusers.com/help/1.3/en/ar01s03.html#sect2_7

You may need to rehash this stage five, ten, or even fifty times relying upon the project, and it will feel monotonous. Welcome friends, co-workers, or other crew members to watch the project with you and give feedback. Take takes note of each time you watch it about what you need to settle. Removing a couple of days from the project before watching can help gather new bits of knowledge.

Export your Video



Title- Export window

Link- http://www.openshotusers.com/help/1.3/en/ar01s03.html#sect2_7



Once you have completed a project, the next step is export video. This will convert your Open Shot project into a single video file, which should work on any media player. Open Shot has many predefined formats to simplify this process. There are two modes to export a video in Open Shot, Simple Mode and Advanced Mode. Both modes share a common area at the top of the screen, General Options. Name your video file (no extension) and choose an export folder.

Click on the Export Video icon at the top of the screen (or use the File > Export Video... menu). Choose from one of the many preset export options, and click the Export Video button.



Unit summary



Summary

In this unit you learned the **basic steps of editing**; After reading the steps of editing, you can do video editing. How to edit videos? Why these rules are important for any edit.

We also addressed about 'Fundamental of editing' and able to distinguish different types of editing. How their rules are different from each other? You also learn the difference Studio setup techniques and the editing steps.

Assessment



Assessment

- List the software ~~is~~ used in editing?
- List the steps to edit?
- Explain the need of using principle of editing?
- Describe the use of music in editing.
- State the role of an editor?
- Differentiate between linear and non linear editing.
- Identify the primary tools for editing?
- Name the tool which is used for cutting a video clip?
- Describe how to import video in project?
- Audio overall mix level is---?
- Dialogue level is-----?
- PAL stands for?
- RGB stands for?

Resources



Reading

- <https://www.google.co.in/>
- <https://www.wikipedia.org/>
- <https://www.youtube.com/>
- <https://www.wikihow.com/>
- <https://library.creativecow.net/>
- <https://pixabay.com/>
- <http://www.openshotusers.com/>