

- **Client Query:** In this client express their requirement or uncertainty.
- **Query response:** Doubts or questions raised by the clients are answered.
- **Meeting schedule:** Is fixed to discuss the various components of films like concept, plan, budget etc.
- **Storyboard:** A rough, pictorial outline of different scenes, Camera angles, perspectives in a film or interactive scenes.
- **Concept:** The concept is an idea used to tell your story by combining all its characteristics or particulars.
- **Script:** A video script is a product of Concept, Structure, Content, Style, and Format. Awareness of the role of each will result in scripts that are targeted to the audience and the goal of the video. These elements, plus an Opening that grabs the audience and a Closing that ties it all together are vital to the success of your video.
- **Recce:** Preview and finalization of locations for shoot.
- **Shooting Schedule:** A shooting schedule is a project plan of each day's shooting for a film production. It is normally created and managed by the assistant director, who reports to the production manager managing the production schedule.

Production

The production refers to the shooting days. Production is the phase of video production which captures the video content (moving images / videography) and involves filming the subject(s) of the video. This is the point where all those best laid plans are fulfilled. If everything is well prepared there is no reason why this shouldn't go smoothly.



Production refers to the tasks that are executed during the filming or shooting. This includes tasks such as setting up scenes, the capture of raw footage, and usage of set designs.

Stage of Production



- **Shooting:** Shots are an essential aspect of a film where angles, transitions and cuts are used to express ideas and movements.

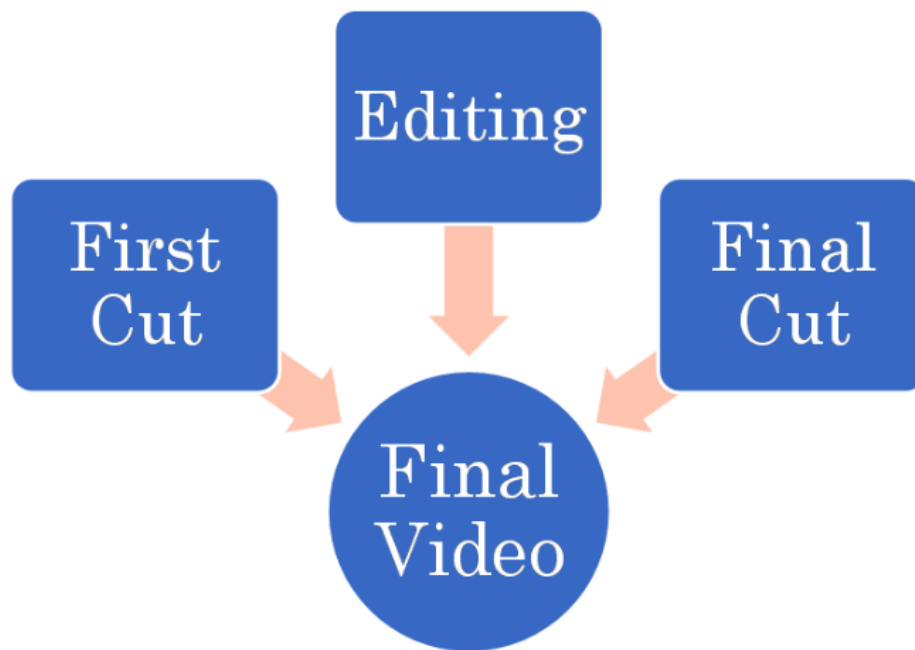
Post-Production

The post-production phase involves editing & various effects to the Final output of the video deliver to the client. Post-production is the action of selectively combining those video clips through video editing into a finished product that tells a story or communicates a message in either a live event setting (live production), or after an event has occurred (post-production).



It is a term for all stages of production occurring after the actual end of shooting and/or recording the completed work.

Stages of Post-production



- **Editing:** Is a process in which film is modified by adding (music, graphics, voice over etc).
- **First video cut:** Is a rough preview of film before finalizing.
- **Final video cut:** Is the process where editor works with the raw footage, selecting shots and combining them into sequence to create a finished motion film.
- **Feedback:** An important part of the production process as it speaks about the quality of work done.