

CLA Studio Preproduction Form

DATE OF PROJECT _____

STUDIO E OR B?

CLASS NAME _____

OTHER GROUP MEMBERS

NAME _____

EMAIL _____

PHONE _____

PROJECT/ SCENE DESCRIPTION

(Please provide a short description of the scene)

SET PIECES NEEDED _____

LIGHTING NEEDS _____

CAMERA NEEDS _____

**WILL YOU NEED MICROPHONES?
HOW MANY, WHAT KIND?**

**WILL YOU BRING OTHER MEDIA TO
BE INCORPORATED? I.E. MUSIC,
SOUND FX, DVDS?**

SCRIPT INCLUDED?

Yes- See attached

No

STORYBOARD INDLUDED?

Yes- See attached

No

**WHAT KIND OF MEDIA WILL YOU
RECORD ON or WHAT WILL YOU
TRANSFER RECORDED CLIPS TO?**

**WILL YOU NEED ITEMS CHECKED
OUT FROM LOANER EQUIPMENT?
HAVE THEY BEEN RESERVED?**

**DO YOU HAVE OPERATORS FOR
EACH POSITION?**

OTHER NEEDS _____

