# ExplorNet's Digital Media II





M	eet with the client to create a project plan:
	Determine the purpose of the video production.
	Define a target audience.
	Set overall goals of the video.
	Agree on deadlines for phases of the project.
	Create a budget for the production.
	Decide what equipment will be necessary to
	create the video project.



 □ Script Writing Script is needed to tell the actors (both on screen and for a voiceover) what to say and when. The script also gives direction to set lighting, sound effects, and other components of the project. ☐ It is important to consider the following: The overall goals of the video project. The target audience of the project. The accepted vernacular of the target audience. The readers (performers) of the script.



- ☐ Create the storyboard:
  - Sketch out a visual representation of each major scene or major phase of the video project.
  - Provide information about the audio sources, camera movements, and transitions.





Create a shot list in the sequence of the storyboard for the camera operators. ☐ Get any actors or other on-camera participants to sign a talent release document. ☐ Gather and manage information and digital assets provided by the client. Create a file-naming convention to assure proper organization and storage. ☐ Save and organize files for easy and quick access.



- ☐ Choose appropriate equipment:
  - Choose camera(s)
  - □ Choose microphone(s)
  - Choose cables
- ☐ Other equipment (video mixer).
  - ☐ Mostly used for live video productions.
  - Accepts multiple camera sources and combines them into one production.
  - Can automatically add transitions and effects to the input sources.





#### **Production**

- In video production, the production phase consists only of recording footage with a camera.
- □ NO editing!





#### **Post-Production**

- ☐ Capture and name video footage.
- Edit video footage to match project needs.
- ☐ Apply special effects.
- ☐ Add audio.
- ☐ Add transitions.
- ☐ Add titles.
- ☐ Export final video to selected format.



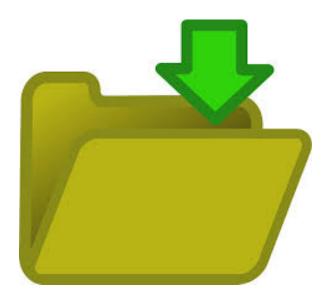
#### **Post-Production**

- ☐ Re-design the video production on client feedback (if necessary).
- □ Render the video and re-export after addressing feedback.
- Watch the exported video in its entirety to check for quality assurance.



#### **Post-Production**

- ☐ Optimize based on specific client needs:
  - ☐ File Format Requirements
    - Video files also use codecs.
  - ☐ File Size Requirements
  - □ File Name Requirements





### **Export Video**

- ☐ To export a video in Premiere Pro go to File>Export>Media. This will bring up your export settings window,
- Choose format, file name and other settings.
- May export entire or selected sequence, audio or video.
- ☐ Make sure your sequence that you want to export is selected when you do this.



## **Export Settings**

