UNIT 11 PRODUCTION PROCESS

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11.0 INTRODUCTION

Nowadays audio-visual content is produced for many platforms. This may be for movie theaters, television channels or online platforms. Technology has democratized audio-visual production in the true sense. Now an ordinary person can also produce videos with the help of a smartphone or DSLR and can reach billions of viewers through online platforms. There are instances when amateur video enthusiasts have made very interesting videos and received millions of views on internet. A large number of YouTube channels are producing a tremendous amount of audiovisual content. They also have their own revenue model. In short, a wide range of audio-visual production activities are going on these days such as highly-budgeted professional productions, low-budget professional productions, semi-professional productions, as well as amateur productions. Each type of production requires different types of equipment, planning and personnel but the basic process of production is almost the same. The scale of activities, however, may vary according to the level of production. In this unit, we shall discuss the process of audio-visual production in detail.

11.1 LEARNING OUTCOMES

After going through this unit, you will be able to:

- understand the different types of production;
- describe the different stages of production; and
- discuss the role and responsibilities of different production personnel.

11.2 TYPES OF PRODUCTION

Audio-visual productions can be classified on various grounds. We can classify them on the basis of the number of cameras involved in shooting,
In this section, we shall discuss different types of production. Firstly, if we consider the number of cameras used for production as the basis, we can divide audio-visual production into two categories - single-camera production and multi-camera production.

### 11.2.1 Single-camera Production

As the name suggests, this type of production uses only one camera. All shots and angles are recorded with a single camera. Single-camera shooting is popular in feature films, short films, documentary films, news gathering, etc. Now we shall discuss some advantages and disadvantages of single-camera production.

**Advantages:** Single-camera production has the following major advantages:

i. Single-camera gives you more control over each shot. You can set the light and microphone according to the requirement of each shot.

ii. It requires just one camera and camera crew.

iii. If you are shooting in a small space, the single-camera gives the flexibility to properly set the lights and sound for each shot. The lighting and sound equipment should be positioned in such a way that they play their role properly without coming into the frame.

iv. It provides flexibility to the actors/actresses. Their presence on the set is not required at the same time.

**Disadvantages:** The disadvantages of single-camera production are as follows:

i. A lot of repetition: For an effective and engaging production, it is necessary to shoot a shot from more than one angle. In single-camera production, you shoot the same shot from different angles with the same camera, so you have to repeat that shot multiple times. For example, if you are shooting a dialogue scene of two characters, you shoot it from at least three different angles. Therefore, to shoot all the three angles, the characters will have to repeat the same shot three times.

ii. It takes more time in shooting.

iii. Single-camera production requires more editing time.

### 11.2.2 Multi-camera Production

Multi-camera production involves more than one camera. Here, we use multiple cameras to shoot the same action from different angles or various activities happening at the same time which are relevant to that particular show. For example, if you are shooting a studio interview, you can use three cameras. Camera-1 frames a master shot that will be a long shot covering both the interviewer and the guest sitting on the couch. Camera-2 frames medium close-up of the interviewer and camera-3 takes medium close-up of the guest. These three cameras will be connected to a video switcher or vision mixer. Here in this case we are using three cameras to shoot one activity i.e. interview. Now just imagine that you are recording this interview with live audience and you use two more cameras to capture audience’s reactions and activities. In this case, you are using five cameras to capture two activities - interview and the audience’s activities. The second activity is also relevant to this programme.
Multi-camera production can be used for both live and non-live programmes. This can be a studio based production or field production. Multi-camera shoots are popularly used in sports broadcasts, recording events, television interviews, panel discussions, reality shows and so on.

In multi-camera shoots, the video switcher or vision mixer plays an important role. All cameras used in multi-camera production are connected to this device. Each camera has a dedicated monitor where you can see the shot composed by that particular camera. So, if you are using five cameras, you will have five monitors to view the shots framed by those five cameras. The vision mixer allows you to select any camera that will go on air in case of live broadcasting or for final recording in the case of non-live programme. The producer/director sits with the technical director or switcher operator and instructs him/her to select the shots. You will hear the director’s/producer’s commands such as - ‘ready camera-3’, ‘take the camera-3’, etc. The first command tells that some other camera is on air and director/producer now wants to make camera-3 on air. So, the first command is ‘ready camera-3’. Technical director will follow the command and keep the camera – 3 ready. Now camera-3’s output will be visible in preview monitor. After that director/producer gives the next command, ‘take the camera-3’ and technical director follows it. Camera-3 will be on air and its output will be seen in the program monitor. You can also add transitions and some other visual effects with the help of video switcher/vision mixer. Director/producer can instruct the camera operators also with commands like, ‘camera -2 give me a close-up of interviewer’, ‘camera-1 give me a two shot of interviewer and guest’, etc. Now we shall discuss some advantages and disadvantages of multi-camera production.

**Advantages** : The major advantages of multi-camera production are following:

i. Multi-camera production takes comparatively less time to shoot as an action can be shot from different angles at the same time.

ii. Since a lot of editing (shot selection, sequencing, adding transitions, etc.) have been done at the time of shooting itself, multi-camera production requires comparatively less time for post-production.

iii. A live event cannot be properly recorded with a single camera. If you use a single camera, you will miss many important shots. So, in case of live events, multi-camera shoot is the best option.

**Disadvantages** : Some key disadvantages of multi-camera production are as follows:

i. It requires more cameras, other equipment and more production crew.

ii. You should be more careful to place lights and microphones so that they do not come into the frames of all the cameras positioned at different places.

iii. You have to use large light sources to do flat lighting so that the entire action area is properly illuminated. Flat lighting is comparatively less interesting.

Many programmes use both single-camera and multi-camera shoots. You can take an example of a panel discussion on television news channel. Many discussions begin with news packages that establish the topic of discussion.
In this case, the news package is shot with a single camera, but the rest of the panel discussion is recorded with a multi-camera setup.

### 11.2.3 Other Types

As we have discussed earlier, audio-visual productions can be classified on different grounds. Here we shall discuss some other types of productions.

**ENG:** ENG stands for Electronic News Gathering. The objective here is to gather news content for a television news channel using various electronic devices. In electronic news gathering, we use camcorders, microphones, basic lights and a team of two or three people. Nowadays one-man teams are also used for news gathering where the reporter handles everything including camera. Smartphones and selfie sticks are used to gather news content for TV channels. But sometimes the channels also use larger crew, multi-camera setup and OB vans.

Normally, electronic news gathering is not a well-planned activity as you need to get ready for the shoot very quickly. For example, a TV news channel gets information about any newsworthy incident. Now it is required to send an ENG team to the spot as fast as possible. We all know about the race between news channels to show the story first. So, you can easily understand that ENG team has very less time to plan. In electronic news gathering, the main objective is to provide the news content as early as possible to the channel, so creativity and production aesthetics are on the lower priority. Speed is the key element in electronic news gathering.

**EFP:** Electronic field production (EFP) is a term that is used mainly in the television industry. When we shoot outside the television studio, it is called electronic field production. Unlike ENG, EFP is a well-planned production type. Here we have time to plan every aspect of the production. EFP combines mobility of ENG and quality of studio production. In electronic field production, we can use multi-camera setups and larger production crew. Shooting sports events, award shows, big conferences, mega cultural, religious or business events, etc. are examples of EFP.

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*Figure 1: Electronic field production*
Check Your Progress 1

Note: Use the space given below for your answers.

Compare your answers with those given at the end of this Unit.

1. How is a multi-camera production different from a single-camera production?
   ..............................................................................................................
   ..............................................................................................................
   ..............................................................................................................
   ..............................................................................................................

2. What is vision mixer? Briefly discuss its use.
   ..............................................................................................................
   ..............................................................................................................
   ..............................................................................................................
   ..............................................................................................................

3. In a single-camera shoot, generally the actors have to repeat the actions.
   a. True
   b. False

4. Live broadcast of a sports event is an example of multi-camera production.
   a. True
   b. False

5. Panel discussions in television news channels are examples of ______ production.
   a. Single-camera
   b. Multi-camera
   c. None of the above

11.3 STAGES OF PRODUCTION

Any type of video or television production passes through different stages and ultimately reaches the audience. It completes the journey from an idea to the final programme. In many cases, this journey is quite long but in news production this entire journey is completed in a single day or only in a few days. You can divide the entire production process into three following major stages:

i. Pre-production
ii. Production
iii. Post-production

Now, we shall discuss all these three stages in detail.

11.3.1 Pre-production

Pre-production is the initial stage which includes all activities that take place before the shooting. It is an important phase and acts like the foundation
of the building. You can understand that a weak foundation negatively affects the entire building. Similarly, if your pre-production is weak, you cannot expect a good programme. A well-managed pre-production has the following several advantages:

- It makes production and post-production smooth.
- It saves time and helps to complete production in a given time period.
- It also saves money. If you save time of the cast, crew and rental equipment, you also save money because everything is on payment.

Pre-production encompasses many activities. Now we shall discuss these activities in detail.

**Starting with an Idea**

Idea is the seed of any creation. Whether it is an article, a painting, a poem, a story, a film, a documentary or something else, they all start with some idea. Take an example of writing a poem. You are going somewhere, you observe something and suddenly an idea comes to your mind. You are inspired to write a poem on it. Then you elaborate on that idea and write a poem on it. The same process happens in the television or video programmes. An idea comes in your mind and you think that a docudrama should be made on it, this is the beginning point of this production. If you are in any creative field, always keep a notebook for ideas. Whenever an idea comes to your mind, just note it down because ideas do not always come into our minds. In this way you can develop your own idea bank which can be used in the future.

Now a question arises, what are the sources of ideas? Where do they come from? Ideas can come from various sources. The source can be a book or a newspaper story or even your conversations with people. If you keep your eyes and ears open and carefully observe the things and activities happening around you, you will always be full of ideas. Travelling and meeting with people can generate different ideas.

Once an idea comes to our mind, the next step is to develop it further. You can create a mind map. A mind map is nothing but a graphical representation of your idea. Here you can structure different elements of your idea. A mind map helps you to understand and analyse the idea minutely. It can be used in brainstorming sessions. You can create a mind map with paper-pencil or with the help of mind mapping software. Mind mapping software provides great flexibility and support. You can also search for free mind mapping software. While developing an idea, you need to keep two basic questions in your mind. First, what is the main purpose of this production? And second, who is your target audience? If you have clear answers to these questions, you will develop an idea in the right direction that will ultimately result in an effective production. Let us discuss an example. You read an article on organic farming and the idea of making a documentary film on this subject came to your mind. You created a mind map for this. Figure (2) shows an example of mind mapping.
Some people consider this idea generation and development process as a separate stage in the production process even before pre-production, but you can consider it as the initial stage of pre-production.

**Research**

Once the idea is finalized, we can enter the next step. The next step is research. There is a need for proper research in both fiction and non-fiction. We need to collect relevant information about various aspects and dimensions of the issue or story. In the research process, we can read the related literature, we can interview the people concerned, we can visit the respective places to collect the necessary information, etc. If we do the appropriate research on the subject, we will be able to equip ourselves with all relevant information that can ultimately enrich our production.

Nonfiction genres such as documentary, docudrama, TV news feature, etc. demand extensive research as they are entirely based on facts. In the production of these genres, research is the key activity. But fiction genres also require a fair amount of research. Suppose you want to make a short film on drug addiction among college students, you need to understand the different dimensions of this issue. For this, you have to step into the research process. In the case of period/historical films, the role of research increases many fold. You need to research the story carefully. Here, substantial research is also required on the language, clothing, hairstyles, building structure, cultural values and practices, etc. of that period.

**Treatment Writing**

After finishing the research process you may have better understanding about your topic. You can then enter the next step, treatment writing. The treatment is not a script, but it gives an indication about the script. The treatment is a narrative inscription of your production. Treatment presents your audiovisual production in words. A good treatment creates visual images in the reader’s mind. The treatment is usually written in the present tense. If you need funding from any production house or agency, you must submit your treatment first. Once the treatment is approved, you can go for the first draft of the script.
Script Writing

In general, script is the backbone of any production and is an important activity of the pre-production phase. But the genre of production can change the role and placement of the scripting process. In fiction, the production or shoot depends entirely on the script. Here, we first prepare the script and then convert this script into an audiovisual form during the production and post-production stages. Everybody (the director, actors, cinematographer, production designer, editor, etc.) follows the script. But things are not the same in the case of nonfiction programmes. For example, in the case of television news, scripting comes after shooting. Here, first we get the idea of a story, then we develop this idea and structure the story in our mind or notebook. We must do the necessary research before structuring the story. The next stage is shooting the required visuals and interviews. We review the recorded content after shooting and then write the final script. Since we deal with the actual incidents here, many times new angles and information emerge during the shooting.

The documentary is also a nonfiction style. Here too, the final script is written after the shooting. In documentaries, we usually prepare a pre-shoot script after research. It is like a planned structure of the documentary that directs the entire shooting. After completing the shoot, we carefully review the recorded material and then write the post-shoot or final script. Since documentary also deals with reality, you may find new things during the shoot. It is possible that you observe something different during the shooting and interviews and the whole story can take a completely different angle. It is also true that scripting is completely missing or has negligible presence in some television programme formats such as interviews, panel discussions, live commentaries, etc.

Previsualization

Previsualization is a technique that helps us to imagine how something will look when created or finished. This technique is also used in audiovisual production. With the help of previsualization, we can get a rough idea as to how our production will look like on the screen. This helps us visualize our script before the shoot. Storyboarding is a popular technique of previsualization in audiovisual production.

In the storyboard, we draw the sketches of the shots and put them in the correct sequence. These sketches do not necessarily depict the exact shots, but indicate the shot sizes, camera angles, and relative position of the characters. Texts can also be used to give relevant information about the shots. The storyboard looks like a comic book. Advertising films always use storyboards but it is also used in short films and even feature films. Storyboards can be hand-drawn or computer generated. There are many storyboard software solutions available in the market which provide a lot of features. With the help of these software you can make sketches and you can also animate them to get a more accurate previsualization. Photomatic is also a previsualization technique which uses photographs of locations with dummy actors. We place these photographs in a proper sequence to previsualize our scenes.

Previsualization is an important activity of pre-production. It is very useful. It improves the quality of the final production as many errors or deficiencies
Production Process

can be noticed at this stage itself and we can fix them before the actual shooting. We know that professional audio-visual production is a complex task that requires a team of different types of creative and skilled people. It is a collaborative work that requires a good coordination between the director, cinematographer, production designer, editor, etc. With the help of previsualization they can understand the director’s vision more clearly and plan their work accordingly. The team members can also give their useful suggestions to increase the quality of the production. Advertising filmmakers can show the storyboards to their clients and take their input on it. The previsualization also makes the actual shooting smoother and error-free. Therefore, pre-visualization is a significant pre-production activity that enhances the quality of production.

Planning

Script and previsualization provide clear ideas about different types of requirements for the production. Now you can enter the planning phase. The planning phase has the following activities:

**Budgeting:** First, you have to prepare the budget as the budget will affect all the other decisions. It decides all aspects of production. Selection of location, hiring of cast and crew, selection of equipment and many other things depend on the budget.

**Location Hunting:** You need to find suitable locations for your shoot as per the requirements of the script and your budget. The search for suitable locations is called location hunting or location survey or recce. Photos and videos from these locations help the core team (director, cinematographer, production designer, etc.) to take different decisions. Cinematographers and production designers can understand the needs of the locations and make their plans accordingly. Once the locations are finalized, the necessary permissions should be obtained.

**Finding the Right Production Crew:** Human resource is required in any video or film production. The number of people involved depends on the scale and budget of production. We can classify the people involved in the production into two broad categories - cast and crew. The cast is usually a group of people who perform in front of the camera and the crew consists of people who work behind the camera. This means that you can see the entire cast on screen but the production crew does not appear on screen. Actors and actresses playing all the characters are part of the cast. Although many production crew members such as director of photography (DOP), production designer, production manager are involved from the very early stage of pre-production, we have to select other production crew such as art directors, camera operators, prop master, production coordinators, costume designer, makeup artist and so on. The size and selection of the production team depends on the budget. In high budget big productions, all crew members are professionals and are hired in good numbers. But in low-budget productions, a person may handle more than one responsibility. Many a times we also engage media students or interns in low-budget small productions.

**Holding Auditions:** Selecting the right actors/actresses for different roles is a significant task of pre-production. Wrong selection can destroy the whole programme. In fiction and docudramas, you have to select the artistes. You
can hold auditions and invite all the interested people. They give their trial performances in front of the camera and after evaluating them you can select suitable actors / actresses for different roles. Auditions are also held for the selection of television news anchors or presenters.

**Arranging Equipment:** Audio-visual production requires different equipment and accessories. Like many other things, the type of equipment used also depends on the scale of production and budget. We should have complete clarity about equipment requirements. It is always advisable to make a complete list of necessary equipment and accessories such as cameras, lights, microphones, filters, reflectors, drones, mini cranes, cables, connectors, etc. Check this list twice because if you miss something, it will create problem during production and will result in delays which will finally increase the production cost. After creating this comprehensive list you can arrange these equipment and accessories from your production house or equipment rental services.

**Shooting Schedule:** Making a shooting schedule is an important activity of the pre-production stage. The shooting schedule is like a timetable where you plan all the activities related to the shooting. In large-scale productions, the production management department is responsible for preparing the shooting schedule. We should consider the availability of the cast, crew and locations while preparing the schedule. In video or film production, everything is on payment, so it is necessary to finish the shoot within the stipulated time period. More shooting days mean higher production costs, but shooting schedules should be feasible. We must plan necessary breaks otherwise the cast and crew may become heavily burdened and this can negatively affect the quality of production. Hence the shooting schedule should be balanced. A well-prepared shooting schedule efficiently manages the entire shoot. Nowadays production management software solutions are used to prepare shooting schedules. These schedules are shared with all concerned.

11.3.2 Production

It is a shooting phase when the camera records the action that takes place in front of it. At this stage we execute the script. In fiction (short films, feature films, TV serials, etc.), this production phase takes place in a controlled environment where everything is under the control of the director but it is completely different in nonfiction formats (news stories, documentaries, sports, etc.). Here you shoot reality that is not under your control. Your characters are not performing and events are not happening according to your wishes. You have to shoot them in real-life settings. For example, in a fiction you can instruct your talent (actor/actresses) to perform in a certain way or if you are not satisfied with the shot, you can go for retakes but when you are shooting a news story, it is not possible. Staged scenes are against the ethics of journalism. If you are taking the bite of a cabinet minister, you cannot ask him/her to speak again.

During the production or shooting phase, you will find a lot of people and activities on the set or location. Talents, director, assistant directors, director of photography, the entire camera and light team, hair and makeup artist, sound related crew, production manager and his/her team and many others work together to make the shooting successful. It is a very hectic phase. Many a times you have to take several retakes to find an appropriate shot.
There is no doubt that the creative aspect is the most significant concern during shooting but some other things are also important such as coordination between all departments, safety of all cast and crew, arrangement of food and snacks, etc.

11.3.3 Post-production

At this stage, your story takes the final shape. We gather raw materials during the production (shooting) phase and convert them into the final product. Editing is the core activity of the post-production stage. The editors finalize the production according to the vision of the director / producer. There is a popular saying that the actual film is made on the editing table. During editing, we can also correct some of the mistakes made during the shooting. In some types of production, post-production does not exist or you can say that production (shooting) and post-production happen simultaneously. Just imagine any television panel discussion or live broadcast of a sports event. In these cases we use more than one camera and the producer sits with the technical director or video switcher/vision mixer operator and decides the shots to go live. It is a real-time video editing or live video editing. It is also a type of editing because here we select, decide and sequence the shots. We can also apply transitions and other effects. In these situations both production and post-production go on at the same time.

Even in non-live multi-camera shoots, a lot of editing is done during the shoot only. But a single camera shoot requires a lot of post-production (editing). Editing is primarily the responsibility of the editor but many directors/producers involve themselves actively in this process. In television news, there are dedicated video editors but usually reporters or producers sit with the video editors to finalize their news package or programme. Some people also include promotion and distribution as a part of post-production but as we have discussed, editing is the main activity of the post-production stage.

Check Your Progress 2

Note: Use the space given below for your answers.

Compare your answers with those given at the end of this Unit.

1. What is a mind map?

2. Discuss the different activities of pre-production.

3. Treatment and script are the same things.
   a. True
   b. False
4. Storyboarding is a previsualization technique.
   a. True
   b. False

5. Camera operator is a part of ______ .
   a. Cast
   b. Production crew
   c. None of the above

11.4 PRODUCTION PERSONNEL: ROLES AND RESPONSIBILITIES

A professional audio-visual production is a complex work requiring a team of different types of creative and skilled people. We can divide this team into two parts - talent and production personnel. Talents play the roles of various characters and appear on screen, but production personnel work behind the camera and play a very vital role to produce a programme / short film / film. The number of people involved in any production may vary. It depends on the scale and budget of the production. In this section, we shall discuss the roles and responsibilities of some key production personnel. As we discussed earlier, professional audio-visual production involves various formats and platforms. The designation of some personnel may vary by organization or by platform.

Executive Producer
The role of executive producer (EP) may vary slightly in different organizations. Generally, EP or executive producer is the head of production. S/he is responsible for the entire production. S/he mainly handles the management part of the production but in creative aspects also his/her consent is required in all major decisions. The executive producer arranges the finances and manages the entire production. The EP can be self-employed or an employee of a production company. A production may have more than one executive producers. Executive producers have somewhat different responsibilities in television news channels. Here the EP is a senior journalist who is responsible for an important show or may oversee multiple shows handled by producers or senior producers.

Producer
In the Indian audio-visual production industry, the producer plays different roles in different types of productions. In films or short films, the producer is usually the person who provides finance for production but in television news channels or educational channels like Gyan Darshan, the producer plays a different role. The producers here are mid-level journalists or creative people who handle an entire programme or show on both fronts: creative and management. They are responsible for the entire programme/show.

Director
The director is in charge of all creative aspects of a production. It is the responsibility of all other departments to work under the director’s instructions and help him to convert his/her imagination into an audio-visual piece. The director is the creative captain of the entire production team. S/he coordinates and instructs talent, director of photography, production designer, editor and others. In many places, such as television news channels
or educational TV channels, you will not find this designation. Here, producers are responsible for all the creative aspects of the programme.

**Scriptwriter**

Scriptwriter writes scripts. We need a good script for any successful production. In films or short films, three elements are usually considered part of the script - story, screenplay and dialogue. Sometimes a single person writes all three elements and sometimes different people can write different elements of the script.

**Director of Photography**

The Director of Photography (DoP) or cinematographer heads the camera department of any production. S/he plays a very important role in converting the script into audio-visual form and determining the visual style of the production. S/he decides shot compositions, camera movements and lighting setups in consultation with the director. The DoP is involved from the very early stage of production. S/he plays important role in finalizing the locations and shooting equipment. The director of photography recruits his/her camera team (camera operators, assistant cameramen, etc.) and leads that team until the final shooting.

**Production Designer**

The production designer translates the script and the director’s imagination onto a visual canvas. S/he is responsible to create the mise-en-scène or the environment within which the characters dwell and the narrative is taken forward. This environment is created with the help of multiple factors such as sets, props, costume, makeup, etc. Once the script is finalized, the role of production designer begins. S/he develops a complete plan to convert the script into visual form. S/he discusses his/her plan with the director and director of the photography/cinematographer. We shall discuss the production design in detail in unit-14.

**Art Director**

The art director executes the production designer’s plan. S/he is responsible for constructing and decorating the set as per script requirement. S/he prepares the set construction plan and supervises its construction. S/he is responsible for providing a ready set before shooting. Art director works closely with the production designer.

**Production Manager**

Production manager handles the management related activities of a production. S/he coordinates with various departments in a production unit to ensure that a TV programme/film/short film is made within budgetary limits, utilizing optimum resources and delivered on time. We shall discuss the production management in detail in unit 16.

**Editor**

The role of editor starts in post-production stage. S/he is responsible for editing the programme/film. The editor works closely with the director/producer.

**Sound Designer**

A sound designer is the person who designs the sound concept for a production. S/he is also known as creative sound director or sound supervisor. S/he selects the equipment/studio for recording and takes care of all the sound related needs of a production.
Make-up Artist

The makeup artist is responsible for understanding the make-up requirements of various characters and giving them a suitable look.

The above list of production personnel is not complete. There are also many others who play important roles in the production such as - Music Director, Lighting Director, Casting Director, Line Producer, Costume Designer, Assistant Director, etc.

Activity

Read the opening and end credits of a short film and a feature film carefully. Make two lists of the different types of people involved in both the productions. Compare both the lists and write your observations.

Check Your Progress 3

Note: Use the space given below for your answers.

Compare your answers with those given at the end of this Unit.

1. Discuss the role and responsibilities of director of photography (DoP).

2. Explain the difference between production designer and production manager.

3. The art director supervises the set construction activities.
   a. True
   b. False

4. The production manager is responsible for preparing the shooting schedule.
   a. True
   b. False

11.5 LET US SUM UP

In this unit, we have discussed the production process of audiovisual programmes produced mainly for television and online platforms. First, we discussed the different types of productions and their requirements. The three major stages of production (pre-production, production, post-production) have been described in detail. We know that television or video production is a complex task, requiring team of people with diverse expertise. The roles and responsibilities of various production people have also been discussed. We have also seen that the genre of production may slightly affect the production process, like the role and placement of scripting is different in the production process of fiction and nonfiction programmes.
11.6 FURTHER READINGS
Media & Entertainment Skills Council http://www.mescindia.org/

11.7 CHECK YOUR PROGRESS: POSSIBLE ANSWERS
Check Your Progress 1
1. Multi-camera production involves more than one camera. Here we use multiple cameras to shoot the same action from different angles or various activities happening at the same time which are relevant to that particular show. On the other hand, single-camera production uses only one camera. All shots and angles are recorded with the same camera.
2. Vision mixer or video switcher is a device which plays an important role in multi-camera production. All cameras used in multi-camera production are connected to this device. Each camera has a dedicated monitor where you can see the shot composed by that particular camera. So, if you are using five cameras, you will have five monitors to view the shots framed by those five cameras. The vision mixer allows you to select any camera that will go on air in case of live broadcasting or for final recording in the case of non-live programme. You can also add transitions and some other visual effects with the help of video switcher/vision mixer.
3. a. True
4. a. True
5. b. Multi-camera

Check Your Progress 2
1. A mind map is nothing but a graphical representation of your idea. Here you can structure different elements of your idea. A mind map helps you to understand and analyse the idea minutely.
2. Different activities of pre-production are as follows:
   Developing an idea, research, treatment writing, previsualization, budgeting, location hunting, finding the right production crew, holding auditions, arranging equipment, preparing shooting schedule, etc.
3. b. False
4. a. True
5. b. Production crew

Check Your Progress 3
1. The Director of Photography (DoP) or cinematographer heads the camera department of any production. S/he plays a very important
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role in converting the script to audio-visual form and determining the visual style of the production. S/he decides shot compositions, camera movements and lighting setups in consultation with the director. The DoP is involved from the very early stage of production. S/he plays important role in finalizing the locations and shooting equipment. The director of photography recruits his/her camera team (camera operators, assistant cameramen, etc.) and leads that team until the final shooting.

2. The production designer translates the script and the director’s imagination onto a visual canvas. S/he is responsible to create the mise-en-scène or the environment within which the characters dwell and the narrative is taken forward. On the other hand, production manager handles the management related activities of a production. S/he coordinates with various departments in a production unit to ensure that a TV programme/film/short film is made within budgetary constraints, utilizing optimum resources and delivered on time.

3. a. True
4. a. True