



The Director in the Classroom • Camera Department Team Tasks

Development

- Research visual imagery from works of art and other videos and movies

Pre-production

- Determines what camera equipment is required and sources that equipment
- Test camera equipment prior to filming and familiarize themselves with all aspects of the camera package
- Discuss lighting ideas with lighting department
- Discuss camera movement ideas with grip department
- Create department schedule and budget

Production

- Bring all required camera equipment to set
- Set up camera, sets white balance for the lighting being used, test records
- Mark slate to identify which take and which scene is being recorded
- Move camera smoothly during pans and tilts. Ensures focus.
- Ensure there is enough video tape in camera before each take
- Indicate to the sound department when the boom microphone is in frame
- Advise director if video recording is out of focus, or not properly executed and suggest methods to improve the recording on the next take
- Create field footage reports that clearly identify what was shot
- At end of day, carefully store and return camera package

Post-production

- Liaise with editors to identify all recorded footage
- Re-shoot missing scenes or images if required
- Research additional video material (stock video footage)
- Send thank you cards for borrowed equipment

Distribution

- Videotape interviews for electronic press kits