Pre-Production Planning Document (MONTAGE)

GENERAL INFO

1. **Your Name:**_____John Randall____
2. **PROJECT:** Montage of a place_____

CREATIVE BRIEF

1. What must it be? A montage of Old Wethersfield

2. Who is it for? A history buff

3. How long must it be? 1:00-5:00

4. What is your objective with the piece? To show the rich history of Old Wethersfield Conn.

5. When is it due? November 17, 2024

6. What is the overall idea? Talk about the trade industry out of the Cove and Gen. Washington planning Yorktown in Old Wethersfield

7. What is the storyline summary? Old Wethersfield played an historical part in the American Revolution yet many people don't know just how vital.

8. Elevator pitch: Old Wethersfield has some rich history with big names like George Washington

9. Tagline: New England town rich in beauty and history

10. Look and feel description (including "pacing"):

QUESTIONS / NOTES

SUBJECT:
1. Why did you choose this location? It's photogenic
2. Location ideas: Webb/Deane Houses, Cove, Keeney Center, Main St.

NARRATION/HOST:
3. Who will lead us through the piece? John Randall
4. Narration ideas: Oral history of Old Wethersfield

MUSIC:
1. What is overall "mood" and "feel" of the piece? Classical
2. Music track ideas: I don't have one yet

AMBIENT AUDIO:
1. What is the "location" of the piece? If we close our eyes, where should we imagine that we are? Small town USA
2. Ambient audio ideas: People walking on the side walks, cars passing by, maybe even a breeze

SOUND EFFECTS:
1. What sound effects (SFX) would help tell this story? Why? I'm not sure SFX will help. I'm not ruling it out but I can't think of how it could be used yet.
2. SFX ideas: NA

PERMISSIONS:
1. Am I allowed to film here? Do I need permission and/or a permit? Waiting to hear back from town
2. Will any people be in my shots? Do I need permission and/or release forms? I should be able to shoot around and not show people.

GENERAL:
1. What gear do I need to pack and bring with me for the shoot? Film gear, sunscreen, water, etc.
2. How will I transport everything and keep it safe? POV

3. Are there any potential hazards or complications at this location? Basic street safety

SCRIPT

Name: John Randall
Title: Ole Dub

VIDEO	**AUDIO**

Sample: EXT. SMALL TOWN USA WS Main Street, CU tree lined street WS, MS, and CUs Slow fades to peaceful, serene Cove. CU Pan old original homes and barn near the Cove.	(Begin music — few seconds) (Fade in ambient audio — small town) (ambient audio of peaceful Cove accompanies video flashes). VOICE OVER: "This was originally a bustling post for trade linking Old Wethersfield with the world." The town grew because of easy trading. The Cove is linked to the Connecticut River, which is linked to the Long Island Sound, which enters the Atlantic Ocean.
EXT. MAIN STREET — DAY WS establishing shot, Webb House WS Deane House CU Front Door, Windows MS Back Yard, Barn CU signpost, plaque	The town grew and expanded. Early leaders saw and knew the strategic importance of Old Wethersfield. Military leaders would visit and plan battles for the colony's independence. Now, Old Wethersfield is a suburb of Hartford. The rich history can be easy to over look by a passerby. The old homes still line Main St. and now many restaurants call Old Wethersfield home.
CU stone stairs with feet	This history is everywhere in Old Wethersfield. Just stop and look around. You'll be glad you did. (Fade music up) (Fade music and ambient out)

STORYBOARDS

Sketch out a storyboard, in sequential order, for **each** of the visuals listed in your script above. Be sure to clearly show the kind of shot (i.e. WS - Wide Shot, CU - Close Up, ECU - Extreme Closeup, O/S – Over Shoulder), and indicate any camera or subject movement. You might want to make a note of what this is and why this shot is important (i.e. "establishing shot for barn", "show detail of blue flowers", "show reflection of tree in fountain", "visitor walking from right to left in frame", etc.).

Print out and sketch (hand draw) on the separate *Storyboard Template* document, then scan or snap a photo of it to add the completed storyboards here (as JPG files). Make sure they are in order as the audience will see them.

OLE DUB

Scene 1	Scene 2	Scene 3
The Wethersfield Cove	MAin St. in Wethersfield	Old homes

Scene 4	Scene 5	Scene 6
Side by side houses	Dean House	Restaurants

CREATE A PDF

When you are done creating this document, you should create a universal PDF document that can be easily posted to your blog or emailed (it's not safe to assume everyone has Microsoft Word, and the files can be very large).

To do this on a Mac, click File>Print and then click the option for PDF in the lower left, followed by "Save to PDF". Contact me if you need help on a PC.