

# *“Waste” Short Film*

- A2 Creative Project Portfolio



**Matthew Williams**



**MW Productions**



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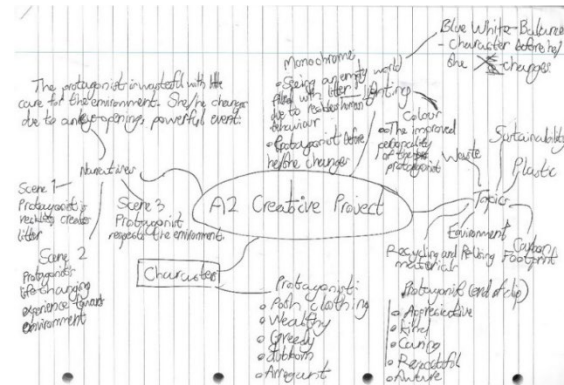
# Meeting my Grading Criteria

## Informing Ideas

Informing Ideas relates to how your ideas progress and develop throughout my project.

This is evident in the fact that within all my Pre-Production, I have done Rough Drafts and Final Draft of my Scripts, storyboards and shot List. This is because my tutor felt that my original idea of including emissions and plastic waste was trying to fit too much into “Waste”. He also felt that some of the dialogue was too heavy and angry; so, I shortened my dialogue, made my main characters friends, and made the dialogue simpler, shorter, and friendlier.

Informing Ideas is also shown because my Idea Generation begins as notes representing a range of ideas, options, and pathways to explore. The notes then join to create “Waste as the Pre-Production moves forward, and the coursework begins more detailed after the Idea Generation Process.

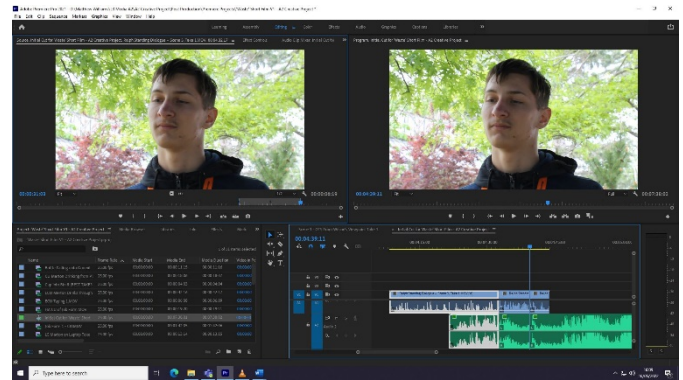


## Problem Solving

Problem Solving can be seen through Risk Assessments and Contingency Plans, alongside evidence of how I collaborated with my peers through Microsoft Teams. For instance, I created a group chat for quickly addressing and resolving any issues – enabling me to find a suitable actor to replace Ryan Davies when he became unavailable for filming on 11/05/2022.



# Meeting my Grading Criteria



## Technical Skill

For showing Technical Skills, I have stated what decisions I took, why I took that decision and how I undertook that decision. This helps me to explain the thinking process for how I go about producing media content regardless of what project I am producing for.

Technical Skills is shown by being able to create my own templates/formats for my Post-Production and how I created those templates. This shows technical skills by incorporating my own branding/housing style and digital skills into my coursework – enabling it to be authentic, personal, intimate, and unique to who I am as a producer.

## Professional Practise

Professional Practice is highly evidence with my A2 Creative Project Portfolio because all my files, content and documentation are laid out neatly and professionally using text boxes, tables, heading and sub-headings. This creates professionalism by making my coursework easy to interpret for the assessor.

This led me onto discussing Location Recces and Risk Assessments. This is especially important because within my Recces/Risk Assessments, I have specifically identified the risk, its severity and it how to combat it. For each risk, my response has been short but detailed to make it straight-to-the-point. This has been to ensure good management in Health and Safety, as it makes my risk-management effective, efficient, carefully planned considered, safe and sensible.

Another way of maintaining Professional Practise has been by being formal towards colleague when discussing general work.

| Hazard          | Description of Hazard  | Who does it affect?                            | Risk Level (Low/Med/High) | Measures  |
|-----------------|--|--|---------------------------|---|
| Weather         | Sleet, rain, snow, strong winds, snow, hail, storms and/or thunder could damage the equipment. This is because certain weather could erode the equipment.  | This affects all personnel on the filming set. | High                      | The weather forecast will be checked before filming/recording. If there is severe weather, then filming/recording MUST stop immediately, and all equipment MUST be moved to the shelter by the glass wall.  |
| Slips and Trips | This refers to slippery ground or objects that could become a trip-hazard. For instance, someone could drop litter causing someone to trip over it; or severe rain from the night before could make the ground slippery. | This affects everyone on the filming set.      | High                      | The weather forecast will be used to predict possible trip hazards. Appropriate measures will be taken based on this.<br><br>If there is extreme weather before filming/recordings, then filming/recording will be postponed until the weather conditions become drier/less slippery. |
| Vehicles        | The wooden bench is next to a car park and is under the flight path. This creates risk due to there being vehicles and a risk of collision.  | This affects everyone on the filming set.      | High                      | Filming will occur away from the vehicles. Any vehicles registrations that are caught on film will be blurred out using the Dodge Tool.<br><br>To prevent any risk of vehicle collision, filming will occur away from the car park.   |
| Noise           | Cars from the adjacent car park and aircraft on the flight path could generate too much noise. This could distract crew and cast.  | This affects all personnel on the filming set. | Medium                    | All filming/recording will stop when any vehicles pass by to prevent capturing background noise. To ensure that there is not too much noise, filming will only occur when there are no passing vehicles in the car park or overhead.  |



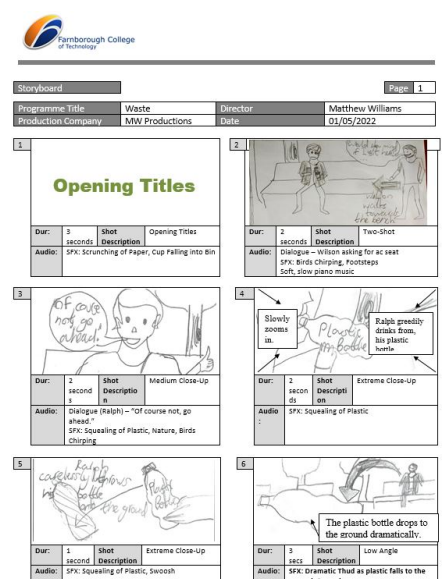
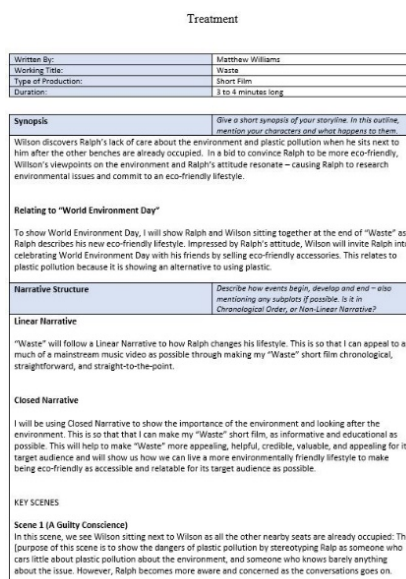
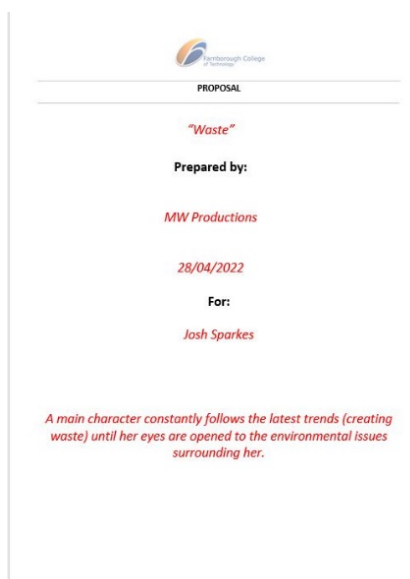
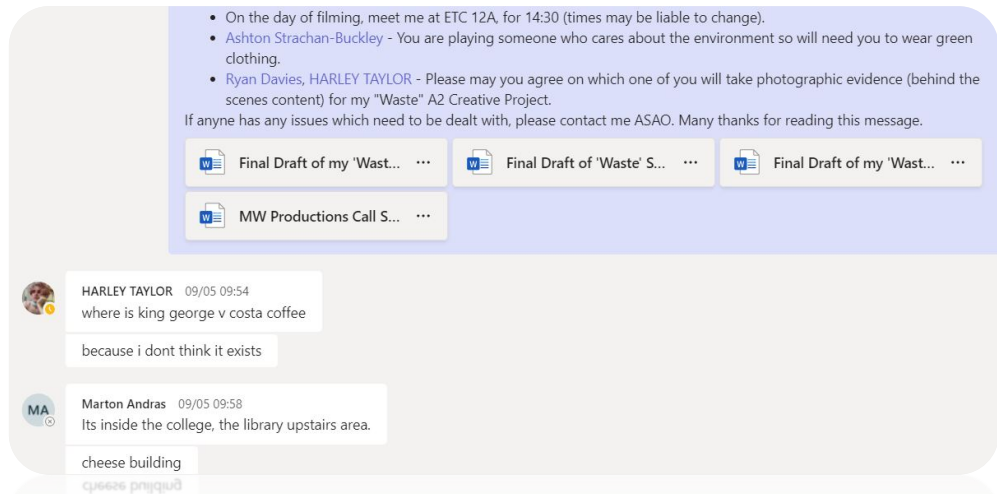
# Meeting my Grading Criteria

## Communication

I have shown communication by clearly collaborating with other peers, and through explaining and showing my idea/s through my “Waste” media production.

To show communication between personnel, I have created a Group Chat on Microsoft Teams called “‘Waste’ Short Film – A2 Creative Project”, giving it its name so that all personnel get an idea of what I aim to produce and to make it easy-to-locate and accessible for all team members involved. I have created this group chat with the intent of sharing ideas/thoughts/suggestions and consolidating my production filming/recording slots. This has also enabled me to be notified of issues and resolve them quickly: For instance, my actor Ryan Davies became unavailable due to needing to film his own project. So, I decided to share the roles so that when someone is not acting, they help with operating on any filming equipment possible instead.

Another example of communication has been through how I use media conventions to communicate my message of being eco-friendly and stopping plastic pollution through my media product. This is evident through my choice of camera angles, audio, and graphics for instance – which is shown through the denotation of storyboarding, and a treatment, alongside my Proposal and presentation pitch.





# My A2 Creative Project's Grading Criteria

A2 - World Environment Day Campaign
Criteria:

- Informing Ideas
- Problem Solving
- Technical Skills
- Professional Practice
- Communication

## World Environment Day Campaign

**Background:** World Environment Day on 5 June is the biggest international day for the environment. Led by the United Nations Environment Programme (UNEP) and held annually since 1974, the event has grown to be the largest global platform for environmental outreach, with millions of people from across the world engaging to protect the planet. In order to contribute to the event Farnborough College of Technology are going to produce a series of Media products that promote the event.



A2 - World Environment Day Campaign
Criteria:

- Informing Ideas
- Problem Solving
- Technical Skills
- Professional Practice
- Communication

## World Environment Day Campaign

**Requirements:** You are being asked to produce a media product that is between 1 and 2 minutes in length with a target audience of young people from the ages of 15 – 25, that promotes World Environment Day that aims to inform young people about the campaign. You can select what kind of product you wish to make from a variety of products explored in A1. The product must be original to you and include key information about World Environment Day and it's relevance to your product. A2 is 50% of your overall grade for year and should therefore be produced to the best of your ability, representing all of the skills and knowledge you have gained during A1.



**PITCH OF IDEA:** 29.04.22 @ 09:00am  
**PRODUCTION DEADLINE:** 23.02.22 @ 17:00pm  
**EVALUATION DEADLINE:** 27.02.22 @ 17:00pm

A2 - World Environment Day Campaign
Criteria:

- Informing Ideas
- Problem Solving
- Technical Skills
- Professional Practice
- Communication

## World Environment Day Campaign

**Requirements:** Choosing your A2 Product

Your chosen product can be anything you wish but must promote World Environment Day and include the following information:

- The date of World Environment Day
- What is World Environment Day
- How your product (or the product being advertised) is relevant to World Environment Day



A2 - World Environment Day Campaign
Criteria:

- Informing Ideas
- Problem Solving
- Technical Skills
- Professional Practice
- Communication

## World Environment Day Campaign

**Requirements:** Choosing your A2 Product

Some of the products you may choose include:

- A short film
- A TV Advert of an eco friendly product/line of products
- A tutorial/instructional video on how to better look after the environment (use less plastic/recycle)
- A mini documentary on local wildlife



A2 - World Environment Day Campaign
Criteria:

- Informing Ideas
- Problem Solving
- Technical Skills
- Professional Practice
- Communication

## World Environment Day Campaign

**Requirements:**

**Required:**

- Graphics/text
- Dialogue
- Music/sound effects
- Appropriate Mise en' Scene
- Full planning documentation
- Considered cinematography



A2 - World Environment Day Campaign
Criteria:

- Informing Ideas
- Problem Solving
- Technical Skills
- Professional Practice
- Communication

## World Environment Day Campaign

**Requirements:**

**Preparation:**

*Product/Market/Audience research*

*Idea generation (Moodboard/reference material/Mind Maps)*

*Evidence of legal and ethical considerations related to the product*

*Proposal (budget, synopsis, setting, target audience overview) to be presented to tutor individually at the end of week one*

*Detailed Treatment*



A2 - World Environment Day Campaign
Criteria:

- Informing Ideas
- Problem Solving
- Technical Skills
- Professional Practice
- Communication

## World Environment Day Campaign

**Requirements:**

Examples of Pre – Production paperwork required:

*Storyboard & Shot list*

*Script (rough & final) – based on feedback*

*Full resources and personnel requirements documentation*

*Detailed production schedule for whole duration of project*

*Location Recces & Risk assessments for each shooting location*

*Behind the scenes (making of)*



Continued...

A2 - World Environment Day Campaign
Criteria:

- Informing Ideas
- Problem Solving
- Technical Skills
- Professional Practice
- Communication

## World Environment Day Campaign

**Requirements:**

**Preparation:**

*Talent Release Forms*

*Risk Assessments (for each shooting location)*

*Call Sheets (for each shooting day)*

*Detailed Rushes Log*



Continued...



# My A2 Creative Project's Grading Criteria (Pt 2)

A2 - World Environment Day Campaign

Criteria:

- Informing Ideas

- Problem Solving

- Technical Skills

- Professional Practice

- Communication

Requirements: World Environment Day Campaign

Your proposal:

Should clearly show your intentions for the project with examples

Include evidence of primary and secondary research data justifying the effectiveness of your idea (beginnings of)

Explain in detail how your product responds to the brief



PITCH OF IDEA: 29.04.22 @ 09:00am

A2 - World Environment Day Campaign

Criteria:

- Informing Ideas

- Problem Solving

- Technical Skills

- Professional Practice


- Communication

Requirements: World Environment Day Campaign

Preparation:

Feedback and review documentation (to include questionnaire and critical review of rough cut and overall project)

Final evaluation: at least 750 words



EVALUATION DEADLINE: 27.02.22 @ 17:00pm



# Production Requirements

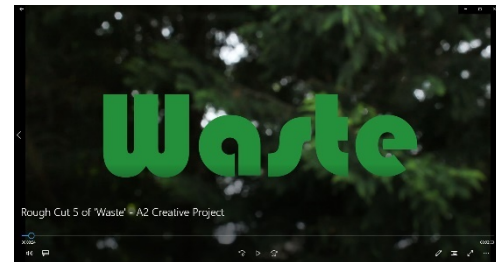
## Relevant Information on World Environment Day

To relate to World Environment Day, I have planned to se filming location with lots of greenery (mainly the wooden benches by M-Block and King George V Playing Fields in Farnborough, Hampshire). I have also scripted the last scene so that Wilson invites Ralph into celebrating World Environment with him. The purpose of this is to inform my audience on World Environment Day and show them how they can celebrate this special occasion.



## Target Audience

To ensure that I am meeting the needs and requirements of my target audience (set at 15 to 25), I have asked people between 16 and 25 to fill in my survey as part of my A2 Creative Project's Primary Research. In my survey, I have asked people whether they like my ideas, why they do/do not like them and how I could improve them. All of this information has been scripted and storyboarded in to my "Waste" short film.



Another example of considering my target audience has been through using Bauhaus font in "Waste" to make my short film look trendy, exciting, groovy, youthful, and quirky.

## Filming Rules and Regulations

- **No swearing or offensive language** – To avoid swearing/offensive language, sexual innuendo, or similar hazards, I have written script of what I would like my actors to say and have filled in a Legal and Ethical Considerations spreadsheet to consider how I combat different legal and ethical issues.
- **No Drugs, Vaping or Smoking** – To adhere to this guideline, I haven't mentioned any references to drugs/vaping/smoking within my A2 Creative Project and have not filmed or used any footage containing these actions whatsoever. Instead, I have focused on plastic pollution and how we can be more eco-friendly to our planet.
- **Filming Permissions** – All filming locations have been filmed at with permission from Josh Sparkes and UCF Library Team. For King George V Playing Fields, permission was granted to film here on the 12/05/2022 by David Clifford, leader of Rushmoor Borough Council. All written permissions have been signed onto Location Release Forms in order to gain permission to film at each location.

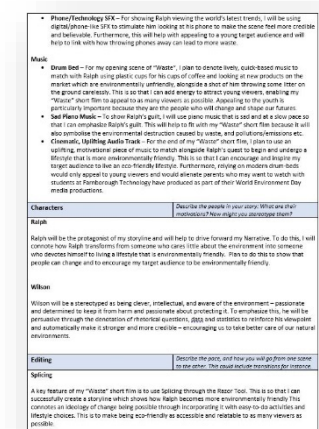
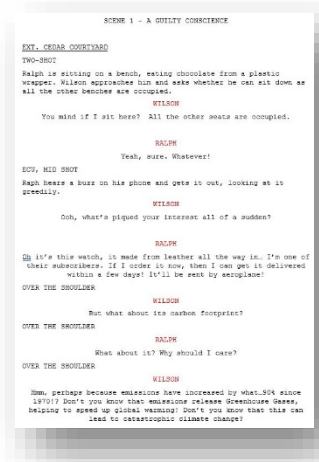
## Deadlines

To ensure that I meet my Production Deadline of 17:00 on 13/05/2022, I have created a Production Schedule to remain on-track by organising my assignment into step-by-step tasks. This enables me to gradually expand on my ideas without overwhelmed by the amount of work which I aim to complete for my A2 Creative Project.



# Production Requirements

- **Duration** – The client wants me to produce a three-to-four-minute media production. So, I have filled in the seconds-per-shot on a storyboard and have edited my script work from rough draft to final draft. I have also asked for regular feedback on my script from peers such as fellow classmates, my key worker, and media lecturers.
- **Dialogue** – My client asked for dialogue in my A2 Creative Project. So, I have provided Secondary Research alongside rough/Final Draft of my script for my A2 Creative Project's Short film. Primary Research has also been used to decide what I issues I inform my audience about through dialogue.
- **Graphics / Text** – To add graphics and text into my A2 Creative Project, I have added screen captures on graphs and statements on plastic pollution from ethical websites. This is to provide some context and denote the true scale of plastic pollution, with the graphs helping simplify the points being made. Furthermore, I have added pieces of text in Premiere with ignorance and motivational quotes about what Plastic Pollution and how to stop it. Alongside this, my "Waste" short film for my A2 Creative Project opens with dark green, Bauhaus-font saying "Waste" amongst a fir-tree (out-of-focus) background. This is to make my video trendy to people between 15 to 25 whilst using green to relate to the environment.
- **Music / SFX** – My client wants me to include music and sound effects for my A2 Creative Project. In order to meet this criterion, I have filled in a Treatment Template, and Storyboard. I have also referred to my Final Draft of my script through Post-Production to decide what type of music would match each scene best.
- **Appropriate Mise-en-Scene** – To ensure that I meet this criterion, I have decided (through my Location Recces and Risk assessments) to use as many nature-related environments as possible. I have done this because World Environment Day relates to the environment as does any filming location with greenery. Based on this, I decided to use King George V Playing Fields and the M-Block Wooden in my A2 Creative as they have a lot of greenery and relate the environment. Alongside this, my storyboarding and shot lists show that I used Ralph's leather jacket to stereotype an environmentally unfriendly Ralph with no leather jacket to stereotype a much greener Ralph. Furthermore, I have also used a plastic bottle to introduce the environmental issue of plastic pollution to make my A2 Creative Project as compelling as possible.
- **Considered Cinematography** – Our A2 Creative Project media productions had to contain "considered cinematography" (carefully planned camera shots, framing, angles, and movement). To ensure that I meet this criterion, I completed rough drafts and final drafts of a Storyboard and Shot-List. I also made my script a Shooting Script by adding different camera shots for each scene, action, and section of dialogue/monologue/voiceover.



| Shot List |        |        |          |                    |           |                      |  |       |                    |
|-----------|--------|--------|----------|--------------------|-----------|----------------------|--|-------|--------------------|
| Scene     | Shot # | Camera | Angle    | Framing / Movement | FOV / FRT | Filming Location     | Action   | Notes | Completion Date    |
| 1         | 1      | Medium | Close-up | Static             | EXT       | M-Block Wooden Bench | Ralph is sitting on a bench, eating chocolate from a plastic wrapper. Wilson approaches him and asks what he is doing. He says all the other benches are occupied. |       | Shot on 11/06/2022 |
| 1         | 2      | Medium | Close-up | Static             | EXT       | M-Block Wooden Bench | Ralph is sitting on a bench, eating chocolate from a plastic wrapper. Wilson approaches him and asks what he is doing. He says all the other benches are occupied. |       | Shot on 11/06/2022 |
| 1         | 3      | Medium | Close-up | Static             | EXT       | M-Block Wooden Bench | Ralph is sitting on a bench, eating chocolate from a plastic wrapper. Wilson approaches him and asks what he is doing. He says all the other benches are occupied. |       | Shot on 11/06/2022 |
| 1         | 4      | Medium | Close-up | Static             | EXT       | M-Block Wooden Bench | Ralph is sitting on a bench, eating chocolate from a plastic wrapper. Wilson approaches him and asks what he is doing. He says all the other benches are occupied. |       | Shot on 11/06/2022 |
| 1         | 5      | Medium | Close-up | Static             | EXT       | M-Block Wooden Bench | Ralph is sitting on a bench, eating chocolate from a plastic wrapper. Wilson approaches him and asks what he is doing. He says all the other benches are occupied. |       | Shot on 11/06/2022 |
| 1         | 6      | Medium | Close-up | Static             | EXT       | M-Block Wooden Bench | Ralph is sitting on a bench, eating chocolate from a plastic wrapper. Wilson approaches him and asks what he is doing. He says all the other benches are occupied. |       | Shot on 11/06/2022 |
| 1         | 7      | Medium | Close-up | Static             | EXT       | M-Block Wooden Bench | Ralph is sitting on a bench, eating chocolate from a plastic wrapper. Wilson approaches him and asks what he is doing. He says all the other benches are occupied. |       | Shot on 11/06/2022 |
| 1         | 8      | Medium | Close-up | Static             | EXT       | M-Block Wooden Bench | Ralph is sitting on a bench, eating chocolate from a plastic wrapper. Wilson approaches him and asks what he is doing. He says all the other benches are occupied. |       | Shot on 11/06/2022 |
| 1         | 9      | Medium | Close-up | Static             | EXT       | M-Block Wooden Bench | Ralph is sitting on a bench, eating chocolate from a plastic wrapper. Wilson approaches him and asks what he is doing. He says all the other benches are occupied. |       | Shot on 11/06/2022 |
| 1         | 10     | Medium | Close-up | Static             | EXT       | M-Block Wooden Bench | Ralph is sitting on a bench, eating chocolate from a plastic wrapper. Wilson approaches him and asks what he is doing. He says all the other benches are occupied. |       | Shot on 11/06/2022 |



# Secondary Research & Idea Generation

## Production Schedule

I began the A2 Creative Project by doing a Production Schedule. This is so that I could separate my whole assignment into step-by-step tasks to maintain a good pace throughout my coursework. This prevented me from being overwhelmed; by compartmentalising my tasks, I was able to focus on what was more important so that I could be more productive, professional, and efficient with my Time Management.

**Evidence of my Pre-Production and a Production Diary of text boxes can be seen below:**

### Week 1 of my A2 Creative Project

During the First week of Pre-Production, I began by researching World Environmental Day, how the environment Day was shown through different forms of media and examples of short films. This was so that I could base my mood bards and mind maps on industry-standard conventions and facts/data/statistics that were accurate, reliable, and credible.

I also did research first to gain a clear understanding of what I was creating my A2 Creative Project for.

| Week 1 of my A2 Creative Project |  |   |           |  |
|----------------------------------|--|---|-----------|--|
| Date of Activity                 | Activity   | Location  | Personnel | Resources to Bring & Prepare   |
| 25/04/2022                       | Researching World Environment Day  | N3, Farnborough College of Technology, Boundary Rd, GU14 6SB  | Myself    | Laptop / PC<br>External Disk Drive<br>Google<br>Blank Word Document  |
| 25/04/2022<br>26/04/2022         | Researching other media productions about the environment                                      | N3, Farnborough College of Technology, Boundary Rd, GU14 6SB  | Myself    | Laptop / PC<br>External Disk Drive<br>YouTube<br>Blank Word Document   |
| 26/04/2022                       | Mood Boards  | N3, Farnborough College of Technology, Boundary Rd, GU14 6SB  | Myself    | Laptop / PC<br>External Disk Drive<br>Secondary Research<br>Blank Word Document  |
| 26/04/2022                       | Mind Map of my Initial Ideas   | ETC, Farnborough College of Technology, Boundary Rd, GU14 6SB | Myself    | Laptop / PC<br>External Disk Drive<br>Secondary Research<br>Mood Board   |
| 26/04/2022                       | Secondary Research into media productions similar to "Waste" (my own idea)                     | Farnborough College of Technology, Boundary Rd, GU14 6SB      | Myself    | Laptop / PC<br>External Disk Drive<br>YouTube<br>Blank Word Document   |
| 26/04/2022<br>27/04/2022         | Editing and Review of the survey that I plan to use as part of my Primary Research for "Waste" | 8 Wilton Court, Farnborough, Hampshire, UK, GU14 7EL          | Myself    | Laptop / PC<br>Microsoft Forms<br>Idea Generation Materials  |
| 28/04/2022                       | Distribution of my questionnaire/survey for my "Waste" Primary Research                        | Farnborough College of Technology, Boundary Rd, GU14 6SB      | Myself    | Laptop / PC<br>Microsoft Forms<br>Microsoft Teams<br>Text / Instagram (Direct Message)   |
| 28/04/2022<br>29/04/2022         | Reviewing my Research Outcomes   | 8 Wilton Court, Farnborough, Hampshire, UK, GU14 7EL          | Myself    | Laptop / PC<br>External Disk Drive<br>Microsoft Forms<br>Blank Word Document   |
| 29/04/2022                       | "Waste" Proposal   | Farnborough College of Technology, Boundary Rd, GU14 6SB      | Myself    | Research Outcomes for my Primary and Secondary Research<br>Mood Boards and Mind Maps of my Initial Ideas<br>External Disk Drive<br>Laptop / PC |
| 29/04/2022                       | Preparing my "Waste" presentation for pitching   | Farnborough College of Technology, Boundary Rd, GU14 6SB      | Myself    | Completed Proposal for "Waste"<br>External Disk Drive<br>Laptop / PC   |

| Week 2 of my A2 Creative Project: Pre-Production Week |  |   |  |  |
|---|--|---|--|--|
| Date  | Activity   | Location  | Personnel                              | Resources to Bring and Prepare   |
| 29/04/2022  | Completing my "Waste" Treatment (ROUGH DRAFT)                      | 8 Wilton Court, Farnborough, Hampshire, UK, GU14 7EL                  | Myself                                 | Idea Generation Documents<br>Laptop / PC<br>External Disk Drive  |
| 30/04/2022  | Legal and Ethical Considerations towards "Waste"                   | 8 Wilton Court, Farnborough, Hampshire, UK, GU14 7EL                  | Myself                                 | Completed Treatment for "Waste"<br>External Disk Drive<br>Laptop / PC  |
| 30/01/2022  | Creating a Rough Draft of Script for "Waste"                       | 8 Wilton Court, Farnborough, Hampshire, UK, GU14 7EL                  | Myself                                 | "Waste" Treatment<br>Full Legal and Ethical Considerations for "Waste"<br>Laptop / PC<br>External Disk Drive                   |
| 01/05/2022  | Peer feedback for "Waste"  | 8 Wilton Court, Farnborough, Hampshire, UK, GU14 7EL                  | Myself<br>Katie Grove<br>Marton Andras | Scripting for "Waste"<br>External Disk Drive<br>Laptop / PC<br>Microsoft Teams<br>Pen / Paper for taking notes                 |
| 01/05/2022<br>03/05/2022                              | "Waste" storyboarding  | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself                                 | Completed script for "Waste"<br>Blank Storyboard Template (hard-copy and digital copies)<br>Laptop / PC<br>External Disk Drive |
| 04/05/2022  | Pitching "Waste" to my course manager, Josh Sparkes                | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself<br>Josh Sparkes                 | "Waste" presentation<br>External Disk Drive<br>Laptop / PC<br>Pen / Paper for taking notes                                     |
| 04/05/2022<br>05/05/2022                              | Incorporating feedback on "Waste" given by my client, Josh Sparkes | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself                                 | "Waste" Script and Storyboards<br>Laptop / PC<br>External Disk Drive   |

|  |  |   |  |   |
|--|--|---|--|---|
| 04/05/2022<br>05/05/2022               | Producing a first draft of my "Waste" script   | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself   | "Waste" Script<br>"Waste" Storyboards<br>Laptop / PC<br>External Disk Drive   |
| 06/05/2022                             | Consolidating my resources and personnel for "Waste"                                     | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself   | "Waste" Shot List<br>Microsoft Teams<br>External Disk Drive<br>Laptop / PC  |
| 06/05/2022                             | Location Recons  | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself   | "Waste" script<br>"Waste" storyboards<br>Blank Recons Template<br>External Disk Drive<br>Laptop / PC  |
| 05/05/2022<br>06/05/2022<br>07/05/2022 | Risk Assessments   | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself   | "Waste" Shot List<br>"Waste" Location Recons<br>External Disk Drive<br>Laptop / PC  |
| 05/05/2022                             | Getting written permission to film at King George V Playing Fields                       | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself<br>Barclay Clifford<br>Headler of Football<br>Borough Council | Location Release Form (Blank)<br>WhatsApp (for feedback)<br>Laptop / PC<br>External Disk Drive<br>Printers and Print Credit<br>Black Pen/Pencil (Pen's)                 |
| 04/05/2022<br>05/05/2022               | Getting signed permission to film At: cast through talent Release form                   | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself<br>Marton Andras<br>Ash Straker<br>Buckley                    | talent Release Form (Blank)<br>Laptop / PC<br>External Disk Drive<br>Printers And Print Credit<br>Black Ball Point Pen(s)   |
| 06/05/2022                             | Issuing feedback on my script from my tutor and course manager, Josh Sparkes             | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself<br>Josh Sparkes   | script<br>"Waste" script<br>External Disk Drive<br>Laptop / PC<br>Pen / Paper (for taking notes)  |
| 05/05/2022<br>06/05/2022               | Editing my "Waste" script into a Final Draft based on the feedback given by Josh Sparkes | 8 Wilton Court, Farnborough, Hampshire, UK, GU14 7EL                  | Myself   | Feedback given by my client, Josh Sparkes<br>Rough Draft of "Waste" script<br>External Disk Drive<br>Laptop / PC  |
| 06/05/2022<br>30/05/2022               | Re-Drafting my Storyboard based on my updated Final Draft of "Waste"                     | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself   | Final Draft of my "Waste" script<br>External Disk Drive<br>Printed Storyboard Template<br>Blank<br>Digital Storyboard Template<br>Blank<br>Pencil and Rubber<br>Scanner |
| 11/05/2022                             | Re-drafting my Shot List based on my updated coursework for my final draft of "Waste"    | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself   | Final Draft of my "Waste" script<br>and storyboard<br>Blank Shot List Template<br>Laptop / PC<br>External Disk Drive  |

### Week 2 of my A2 Creative Project

In the weekend of my first week, I had used feedback given in for my Initial Ideas through Primary Research. To do this, I had improved my ideas based on the needs of the viewers and had used this information to begin pre-production and expand on it throughout the second week of my A2 Creative Project.

Another purpose of doing Pre-Production in the second week of my A2 Creative Project was so that I was fully prepared for the production process for "Waste" a week later.



## Week 3 of my A2 Creative Project

In my third week of my Creative Project, I spent the last two days of Pre-Production gaining and incorporating feedback so that I could make the production of 2Waste” as successful and efficient as possible. This also included reviewing my shot-list to ensure that I used my time wisely when filming and audio recording for “Waste”.

I chose to film/record “Waste on Wednesday 11<sup>th</sup> May 2022 and Thursday 12<sup>th</sup> May 2022 as these days are in the middle of the week. This gives me time to film as much as possible. It also gives me more time to re-shoot anything if possible.

For the last few days during week 3 of my A2Creative PROJECT, I prepared for post-Production By reviewing my footage through an Editors Rushes Log. This is so that I could have more time to edit my footage/audio for “Waste” when at college, as I cannot edit at home due to my laptop not being strong enough to handle Premiere Pro and Audition.

| Week 3 of my A2 Creative Project |   |   |   |  |
|----------------------------------|---|---|---|--|
| Date of Activity                 | Activity  | Location  | Personnel                                   | Resources to Bring & Prepare   |
| 07/05/2022<br>09/05/2022         | Editing my “Waste” script into a Final Draft based on the feedback given by Josh Sparkes  | 8 Wilton Court, Farnborough, Hampshire, UK, GU14 7EL  | Myself                                      | Rough Draft of my “Waste” Script<br>Laptop / PC<br>Pen / Paper feedback given and how to incorporate it.<br>External Disk Drive  |
| 09/05/2022<br>10/05/2022         | Re-Doing my Storyboard based on my updated Final Draft of “Waste”   | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB   | Myself                                      | Pencils and Rubbers<br>Blank Storyboard Template (digital and hard copies)<br>Laptop / PC<br>External Disk Drive<br>Scanner  |
| 11/05/2022                       | Re-doing my Shot-List based on my updated coursework for my final draft of “Waste”  | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB   | Myself                                      | Completed Final Drafts of my “Waste” script and storyboards<br>Blank Shot-List Template<br>External Disk Drive<br>Laptop / PC  |
| 11/05/2022                       | Shot-Reverse-Shot filming of my Dialogue Scenes for “Waste”   | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB   | Myself<br>Kayden<br>Indigo<br>Ash<br>Marton | Printed Scripts, Storyboarding and a Shot-List<br><br><b>Camera System:</b> Canon RP, TH650 <del>Libec</del> , 32GB SD Card<br><br><b>ADR System:</b> NTG3, XLR Cable<br>Boon Pole, Zoon H4N Pro, 8 GB SD Card |
| 12/05/2022                       | Filming Ralph researching environmental issues, living an eco-friendly lifestyle and dropping his plastic bottle onto the floor | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB   | Myself<br>Marton                            | <b>Camera System:</b> Canon RP, TH650 <del>Libec</del> , 32GB SD Card<br><br><b>ADR System:</b> NTG3, XLR Cable<br>Boon Pole, Zoon H4N Pro, 8 GB SD Card   |
| 12/05/2022                       | Audio Recording further voiceovers for “Waste”  | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB   | Myself<br>Marton                            | Completed Final Draft of my “Waste” Script<br>Zoom H4N Pro<br>8 GB SD Card   |
| 11/05/2022<br>12/05/2022         | Transferring ALL footage and audio onto my External Disk Drive  | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB   | Myself                                      | 8 GB / 32 SD Card<br>3.0 Card Reader<br>External Disk Drive<br>Laptop / PC   |
| 12/05/2022<br>13/05/2022         | Completing an Editors Rushes Log for ALL footage and audio produced on 11/05 and 12/05/2022                                     | 8 Wilton Court, Farnborough, Hampshire, UK, GU14 7EL<br><br>Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself                                      | Video and Audio Rushes<br>Blank Rushes Log Template<br>External Disk Drive   |

## Week 4 of my A2 Creative Project

In my fourth week of my A2 Creative Project, I completed all my Editors Rushes Log, and have gone into post-production. I have colour graded a rough sequence first so that I can create a visually appealing film to audio edit to in Audition. I have chosen this method to gain high quality audio-edits, giving myself two days for creating a sequence and audio editing so that I have time to edit to as ahigh a quality as possible. I have then spent a day or so doing further video-editing (such as applying VFX) to be as creative as possible.

I have chosen to release my first rough cut in the middle of the week so that I have time to be able to edit it into a Final Cut after gaining detailed, informative, and specific feedback to help with my A2 Creative Project.

| Week 4 of my A2 Creative Project |   |   |  |  |
|----------------------------------|---|---|--|--|
| Date of Activity                 | Activity  | Location  | Personnel  | Resources to Bring & Prepare   |
| 16/05/2022<br>17/05/2022         | Creating my sequence and replacing the camera audio with ADR in Adobe Premiere Pro  | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself   | Final Draft of my script and storyboards<br>Adobe Premiere Pro<br>Video and Audio Files<br>Editors Rushes Log<br>External Disk Drive |
| 17/05/2022                       | Exporting a sequence as an MP4 for adding SFX / music to in Adobe Audition  | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself   | Adobe Premiere Pro<br>External Disk Drive<br>Laptop / PC   |
| 18/05/2022                       | Downloading SFX and Music to use in “Waste”   | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself   | YouTube Audio Library<br>BBC Sound Effects   |
| 18/05/2022                       | Adding SFX and Music into Adobe Audition and editing in sync with my video sequence to create an audio soundtrack for “Waste” | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself   | Adobe Audition<br>Audio Files<br>Downloaded Music / SFX<br>External Disk Drive<br>Laptop / PC  |
| 19/05/2022                       | Editing graphics and colour corrections in Adobe Premiere Pro   | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself   | Adobe Premiere Pro<br>Video Files<br>External Disk Drive<br>Laptop / PC  |
| 19/05/2022                       | Exporting my first rough cut  | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself   | Adobe Premiere Pro<br>External Disk Drive<br>Laptop / PC   |
| 20/05/2022                       | Sharing my first rough cut for feedback of my “Waste” production  | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself<br>Marton<br>Andras<br>Katie Grove<br>Mars Taylor<br>Ryan Davies<br>Hailey Spencer<br>Hadrian | Adobe Premiere Pro<br>Exported Rough Cut<br>Microsoft Teams<br>External Disk Drive<br>Laptop / PC                                    |
| 20/05/2022                       | Incorporating relevant feedback into my Rough Cut to create my Final Cut of “Waste”   | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB | Myself   | Adobe Premiere Pro<br>Microsoft Teams  |



## Researching World Environment Day

In 1972, the UN General Assembly designated 5 June as World Environment Day (WED). The first celebration, under the slogan "Only One Earth" took place in 1974. In the following years, WED has developed as a platform to raise awareness on the problems facing our environment such as air pollution, plastic pollution, illegal wildlife trade, sustainable consumption, sea-level increase, and food security, among others. Furthermore, WED helps drive change in consumption patterns and in national and international environmental policy.

### What is World Environment Day?

Held yearly on 5th June, World Environment Day is the day when awareness of the environment is created to protect our natural surroundings, nature and the environment. In particular, the World Environment Day raises awareness of the following environmental issues:

- Air Pollution
- Plastic Pollution
- The Illegal Wildlife Trade
- Sustainable Consumption
- Increasing Sea-Levels
- Food Security

### The History of World Environment Day

World Environment Day was established in 1972, by the United Nations on the first day of the Stockholm Conference on the Human Environment. Two years later, this event gained one central theme added to it: "Only one Earth". In the same year (1974), the event was first observed in the US city of Spokane.

The day was first observed in 1974 in the city of Spokane in the USA. In 1972, the United Nations General Assembly established the World Environment Day on the first day of the Stockholm Conference on the Human Environment. Two years later, in 1974 the first WED was held with the theme "Only One Earth".



<https://www.business-standard.com/about/when-is-wed...>

When is World Environment Day, History, Pictures, Theme ...



## What did I research first, and why?

I began by researching World Environment Day as I have made a short film which celebrates World Environment Day. This made that researching what I was filming made my research informative, credible, and logical.

I researched World Environment Day so that I could better understand what I was creating "Waste" for and so that I could accurately inform my target audience of the event through my short film. This is especially important because accuracy prevents defamation.

## Researching the Context of World Environment Day

When researching World Environment Day, I focused on looking at what it is and its history. This helped me in pinpointing the importance of this event, and how I could accurately advertise through my short film idea.

## Researching World Environment Day

### Why is World Environment Day and looking after the environment important?

Most Europeans live in areas, especially cities, where air pollution can reach high levels. Both short- and long-term exposure to air pollution can lead to a wide range of diseases, including stroke, chronic obstructive pulmonary disease, trachea, bronchus and lung cancers, aggravated asthma and lower respiratory infections. The World Health Organization (WHO) provides evidence of links between exposure to air pollution and type 2 diabetes, obesity, systemic inflammation, Alzheimer's disease and dementia. The International Agency for Research on Cancer has classified air pollution, in particular PM<sub>2.5</sub>, as a leading cause of cancer. A recent global review found that chronic exposure can affect every organ in the body, complicating and exacerbating existing health conditions.

World Environment Day is important because it encourages people to protect nature, the wildlife and the environment. This is especially critical in the early 21<sup>st</sup> century because 85% of the world is affected by Global Warming as a result of Greenhouses generated by factories car emissions and fossil fuels etc. (all of which are manmade). Did you also know that Pollution can also harm not only our environment but also ourselves? It can cause heart disease and respiratory diseases such as Long Cancer (according to National Geographic), alongside damage to our nerves, brains, kidneys, liver and other organs in our body.

What are the main issues of today's environmental issues?

A major cause of global warming and air pollution is Fossil Fuels (consisting of Coal, Oil, and Gas) which are often used for providing electricity for homes. According to "WorldAtlas.Com" some 29 countries still retrieve 90% of their energy from Fossil Fuels. But why are they such a hazard?

Fossil Fuels release Greenhouse Gases such as Carbon Dioxide – these gases trap the sun's heat in the atmosphere, making the climate warmer. This can cause damage to local wildlife and is increasing Global Warming to a rate at which animals cannot keep up.

Fossil Fuel Dependency By Country

| Rank | Country/Region | Percentage of Energy from Fossil Fuels |
|------|----------------|--|
| 1    | China          | 94.0%                                  |
| 2    | India          | 89.0%                                  |
| 3    | United States  | 88.0%                                  |
| 4    | Canada         | 87.0%                                  |
| 5    | South Korea    | 86.0%                                  |
| 6    | Japan          | 85.0%                                  |
| 7    | France         | 84.0%                                  |
| 8    | Germany        | 83.0%                                  |
| 9    | Italy          | 82.0%                                  |
| 10   | Spain          | 81.0%                                  |
| 11   | United Kingdom | 80.0%                                  |
| 12   | Sweden         | 79.0%                                  |
| 13   | Poland         | 78.0%                                  |
| 14   | Belgium        | 77.0%                                  |
| 15   | Denmark        | 76.0%                                  |
| 16   | Netherlands    | 75.0%                                  |
| 17   | Australia      | 74.0%                                  |
| 18   | South Africa   | 73.0%                                  |
| 19   | Ukraine        | 72.0%                                  |
| 20   | Iran           | 71.0%                                  |
| 21   | Israel         | 70.0%                                  |

At least 29 countries source more than 90% of their energy from fossil fuels, including coal, oil, gasoline, and natural gas.

<https://www.worldatlas.com/Environment>

Fossil Fuel Dependency By Country - WorldAtlas





# Researching World Environment Day

Plastic is also another big issue: It affects some 700 species (including endangered ones), with most plastic-related deaths caused by entanglement (leading to suffocation or strangulation) or starvation. For instance, plastic stuck in an animal's throat, preventing from swallowing food and leading to the starving.

How does it kill?

There is no quick death when it comes to plastic:

- Jagged plastic can get stuck in their throats, causing them to suffocate or prevent them from regurgitating to feed their chicks.
- Plastic can accumulate in animals' stomachs, making them feel full, stopping them from eating and resulting in starvation.

## How can people look after the environment?

The main ways of looking after the environment include recycling (changing old equipment to give it a new purpose) and re-using equipment. This helps to produce less waste and is cost effective because you do not need to keep on purchasing new materials. This also highly sustainable. Examples of recycling could include turning old, broken glass into new bottles; examples of re-using would include keeping plastic bags and using them for future shopping trips.

- Benefits of Recycling**
- Reduces the amount of waste sent to landfills and incinerators
  - Conserves natural resources such as timber, water and minerals
  - Increases economic security by tapping a domestic source of materials
  - Prevents pollution by reducing the need to collect new raw materials
  - Saves energy
  - Supports American manufacturing and conserves valuable resources
  - Helps create jobs in the recycling and manufacturing industries in the United States



# Ways of Caring for The Environment:

Lastly, I researched how we can care for the environment. I did this because I wanted to have hope within my A2 Creative project and because I wanted to show many people as possible how we can improve our attitudes. This makes my "Waste" short film inspiring, uplifting and encouraging.

## "Geoengineering" - Kurzygesagt

Link:

<https://www.youtube.com/watch?v=dSu5oXmsur4>



### How does it relate to the environment?

The Kurzgesagt video for "Geoengineering" relates to the environment by explicitly creating a scenario of what could happen to our environment if we do not save it, what Geoengineering is and its effects on the earth's climate, environment, politics and economies. This makes the short film well-planned, logical, easy-to-follow and more reliable for its target audience; as well as highly informative so that we can best consider how we would fix climate change.

### How is it unique to other environmental-based media productions?

Unlike other media productions analysed, the "Kurzgesagt" video on Geoengineering begins with a scenario. This makes the video hypothetical and more subjective because it is predicting and idealizing what could happen if humans do not solve climate change. This is to emphasize the importance of a stable environment to the target audience.



Geoengineering is also not often covered in media productions about the environment – making the Kurzgesagt production unique, inventive and outside-the-box in its idea development stages. Typically, you would stereotype media productions about the environment with wildlife, nature and an increasing rise in common issues such as plastic, and air pollution.



## Eco-Friendly IKEA Advertisement

Link:

<https://www.youtube.com/watch?v=qA4GDU9G8c>

### How does it relate to the environment?

It relates to the environment, because the IKEA advertisement lists measures on how you can live a sustainable, healthy, and eco-friendly lifestyle and how their products could contribute towards achieving this whilst still being feasible for the target audience. This makes IKEA feel accessible and relatable for psychometrics such as Reformers who often seek self-improvement.

A large part of this advertisement is to inform and educate the target audience not only on how to lead an eco-friendly lifestyle, but also to persuade them into living an environmentally friendly lifestyle – connected by "You have the power" to add Direct Address, and to make the advertisement more accessible, personal, intimate and motivational.



### How does it make being eco-friendly appealing for its audience?

The ideology of an eco-friendly lifestyle is made to appeal to its target audience through a fast, lively, cheeky and energetic pace – as connoted by the music to create a positivity, amusing and light-hearted mode of address. This infers that Ikea aims to reach a young target audience.

An audio voiceover is used so that the advertisement integrates with everyday life; thus, showing how enjoyable, fun and easy being sustainable and environmentally friendly can be.



## "Truth to Power" Music Power

Link:

<https://www.youtube.com/watch?v=h4DFXUdvbw>



### How does it relate to the environment?

This music video relates to the environment as it shows Monochrome footage of landscapes, extreme weather, political unrest and natural destruction; ending with colour-shots of green ariel-landscapes and UN members trying to tackle environmental issues. This is to inform the target audience on the importance of tackling environmental issues; the Low Angle of protesters with signs saying "Change the politics, not the climate" alternatively infers that this song is much more coherent to the political views of One Republic. This infers that politicians are to blame for Climate Change, not the general public.



### How does it appeal to its target audience?

The denotation of Monochrome attracts the target audience because it makes One Republic's "Truth to Power" music video feel dramatic, emotive, evocative, and poignant. It also symbolizes the pain suffered by the environment as a result of environmental issues to make the music video cinematic. This is also due to the slow pace, which makes the song feel dramatic, innovative, emotive, poignant, and cinematic.

The colour-footage at the end of the "Truth to Power" music video creates interest and connotes a happier tone. This is to encourage people resolve different issues through collaboration and teamwork.



## Looking at Examples of Generic Environmental-Productions

After researching World Environment Day, I decided to research media productions that raise awareness of a variety of different environmental issues and how they were shown through media content. This is so that I could analyse a range of media techniques for showing/connoting the environment.

This helped me to diversify how I might show the environment from a range of different media productions – enabling me to gain more inspiration and creativity within "Waste". For instance, I was inspired to use upbeat music by an IKDEA advertisement, to show Ralph living a more environmentally friendly lifestyle. As inspired by the "Truth to Power" music video, I also considered showing a bleak monochrome world destroyed by humanity and environmental issues; however, I decided to choose my protagonist becoming eco-friendly after researching environmental issues as this is more feasible and each scenario was as popular as the other in my Primary Research.



Researching Short Films

After researching how the environment is shown through a variety of media production types, I decided to create a short film showing the consequences of what happens when we do not treat our environment properly.

In preparation for this, I researched short film related to nature or the ideas of change and acting which, I wanted to include within my own short film towards my A2 Creative Project.

Short Films: "Migrants"

Link: <https://www.youtube.com/watch?v=ugPJ8kMK80>




**Purpose**  
The purpose of this short film is to raise awareness of bullying due to how the brown bears treat the polar bears. This makes the film modern, relevant and current to young children who may be teased or bullied at school.  
Another purpose is to raise awareness of the environment. This is because the Polar Bears are forced to leave their homeland after their ice cap melts due to Climate Change. This is also because the Polar Bears are in constant hardship throughout the "Migrant" short film - as stereotyped by the Polar Bears being exiled from their home, being bullied by the Brown Bears

**How does it relate to my own idea?**  
It relates to my own A2 Creative Project because I am producing media content for World Environment Day to raise awareness of issues such as Carbon Footprints, Waste, Sustainability and Plastic Pollution.

- Content**
- Use of animation and computer-generation
  - SFX and Music
  - Use of lighting
  - Linear Narrative

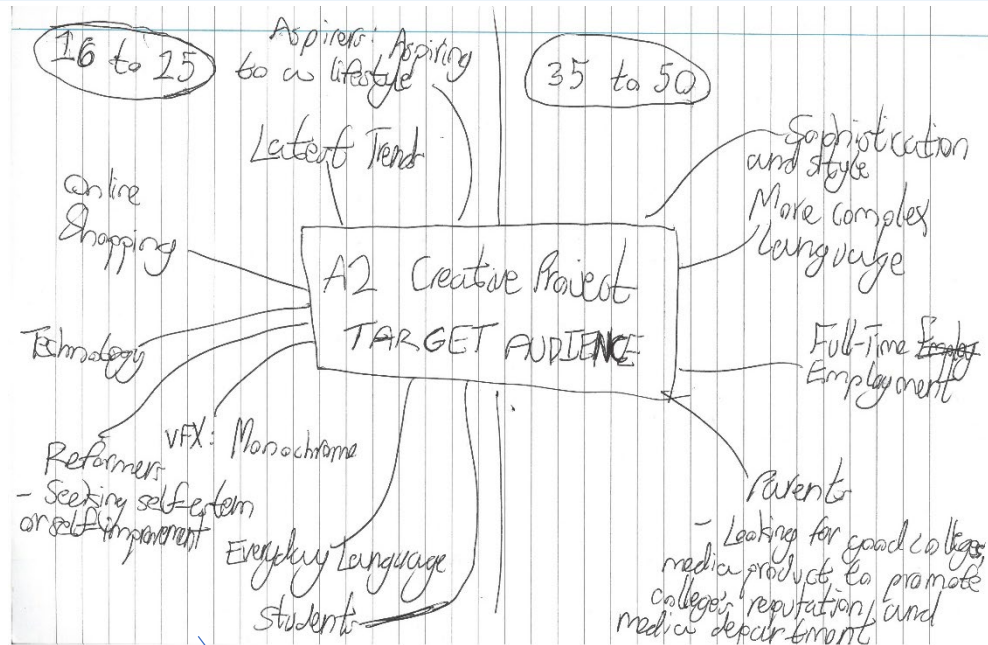
Short Films: "Migrants"

Meaning

- The denotation of puppet-animations creates interest for the target audience to appeal to children because the puppets resemble teddy bears. This helps to make the short film of "Migrants" relatable for that age range whilst making it creative, imaginative, inventive, unique and innovative.
  - The end of the "Migrant" short film makes the short film sorrowful, emotive, evocative and sad because the animated bear turns into a stuffed teddy - connoting death.
- 
- The music is very soft and subtle to make it appealing to children; this is because it prevents the short film from being threatening, and too scary for young viewers. In contrast though, the connotations of a piano-based track help to make the short film "Migrant" evocative and emotive for children.
  - The use of sound-effects helps to add atmosphere to the setting. This makes each setting feel as credible, life-like, relatable and believable as possible.



# Primary Research



## Who did I ask to complete my Primary Research?

For my Primary Research, I decided to ask people between 16 and 25 to do my Primary Research. This is because I wanted to make a short film relevant for younger viewers. I wanted to make young viewers appeal to "Waste", as these are the demographic group who will ultimately shape the future of what happens to our natural environment.

I also decided to include the age range of 35 to 60 because my client (Josh Sparkes) is also working with competitors producing their own media productions on the environment; he aims to combine all the environmental media-productions into a single showreel of our work and wants the showreel to be posted on Farnborough College of Technology's webpage. Many young teens may look at this website due to deciding which college to attend after leaving school; this may also include parents though as (from personal experience), parents can often be involved with what college their students attend or can suggest colleges to attend.

In my own time at Farnborough College of Technology, I have seen prospective students attend with their parents – reinforcing that a child's parents can still have some influence over the college that you attend as a teenager/young-adult. Hence, it is important to be able to appeal to this specific age range to attract the attention of a child's parents.

## Primary Research for "Waste"

### Audience Profile

#### 16 to 25 (Young Adults):

For appealing my young viewers, I have chosen the age range of 16 to 25 because this age range will most likely relate to the young actor used for the "Waste" short film raising awareness about the environment. This also because this age group may aspire to an eco-friendly lifestyle and because media content aimed at this age group is innovative and trendy. Likewise, my protagonist loves to follow the most recent trends.

1. Please enter your age range.

[More Details](#) [Insights](#)



#### 35 to 50 (Parents):

As far as knowledge guides me, the finished product will be made into a showreel and put onto Farnborough College of Technology's website. People looking at this site would be people in their early 20's and 30's due to the denotation of colourful graphics. Furthermore, people this age range will be parents and most likely looking out for good colleges/schools for their children to attend – such as Farnborough College of Technology.





# Primary Research for A2 Creative

## Why did they like my idea?

For my idea, I plan to show a protagonist who is wasteful, excessive, and uncaring due to her obsession with new trends and deleting old or outdated trends. In question five, I asked my target audience whether they liked this idea by wording it as "In my idea called "Waste", I plan... Is this a good idea?"

For this question, I thirteen of the fourteen participants said "Yes" to "Is this a good idea?". This shows that my idea will be successful because it already has the backing from my target audience.

My idea proved popular due to a range of reasons, such as being "relatable", "waste is a big problem", "It gives a living example of what we can do to recycle" and so on. This shows that my idea relates to my target audience because it shows people how they can do simple acts of kindness to improve the environment and environmental issues as a whole and as individuals.

|    |           |   |
|----|-----------|---|
| 5  | anonymous | It shows change and environmental improvement   |
| 6  | anonymous | It's good because waste is a big problem in the world m                                 |
| 7  | anonymous | Its good  |
| 8  | anonymous | Recycling is a good idea for everyone, but so much more can be done.                    |
| 9  | anonymous | Because it's what everyone should be able to do on a personal level - every bit counts. |
| 10 | anonymous | Viewers may relate to it and find ways to use the same methods of recycling/reusing     |
| 11 | anonymous | Seems a bit obvious   |
| 12 | anonymous | Shows peoples opinions/ views can change  |
| 13 | anonymous | It will inspire the audience to follow on to help the environment.                      |
| 14 | anonymous | I like watching you improve as people can do better for themselves                      |
| 15 | anonymous | Good because it shows how we can help   |

In the screen capture, we can see comments to show why most people like my idea of "Waste". Reasons for people liking my idea included it showing change and being relatable, alongside various other reasons.

# Primary Research for A2 Creative

## How can I improve my idea?

Many people noted on making references to emissions ("use of greenhouse gases would be a good idea along with recycling" anonymous 14 / "pollution" from anonymous 2 / "air pollution" from anonymous 9 / "diesel" from anonymous 14).

To improve within my "Waste" short film, I shall include references to air pollutions and emissions within the dialogue of my short film. I will also show the protagonist cycling/walking to location instead of driving along with a voiceover from the protagonist to show her efforts in being environmentally friendly.

|    |           |   |
|----|-----------|---|
| 14 | anonymous | I think also that possibly use of emissions and other greenhouse gases would be a good idea along with recycling etc. |
| 4  | anonymous | Electricity in the home. Unplugging can save a house hold up to £150 a year   |
| 8  | anonymous | The way energy is created and the slow progress of sustainable methods  |
| 12 | anonymous | The manufacturing process of clothes and their pollution  |

## Other Things to Consider:

Further factors raised in my Primary Research included references to energy in the household and eco-friendly styles – as inferred by "The way energy is created" (from anonymous 8), "The manufacturing process of clothes" (from anonymous 12), and "Electricity in the home. Unplugging can save a household up to £150 a year" (from anonymous 4).

I could use this information and data/statistic to add into my protagonist's dialogue. This would help to show how careless she is and how unaware she is of the importance of the environment and her effects on the environment. This will help with transforming her into a good person later on in my short film of "Waste".

# Primary Research for A2 Creative

## Making my Questionnaires Shorter – Target Met

In the Primary Research for my A2 Creative Project and short film called "Waste", there were less comments on my questionnaire being too long. This shows progress because it connotes that not as many people found my survey too long (which had been an issue with other surveys/questionnaires from former media productions during Level 3 Media Practise).

Here are some examples of comments that show how a survey for my A1 Short Film project was too long:

|    |           |   |
|----|-----------|---|
| 6  | anonymous | There are too many questions that are too long. Some questions seem unnecessary. I would remove the unnecessary questions to improve this survey. |
| 23 | anonymous | too many questions  |
| 24 | anonymous | to many questions ngl but good job  |

anonymous Quite long winded, but good

|    |           |   |
|----|-----------|---|
| 5  | anonymous | It shows change and environmental improvement   |
| 6  | anonymous | It's good because waste is a big problem in the world m                                 |
| 7  | anonymous | Its good  |
| 8  | anonymous | Recycling is a good idea for everyone, but so much more can be done.                    |
| 9  | anonymous | Because it's what everyone should be able to do on a personal level - every bit counts. |
| 10 | anonymous | Viewers may relate to it and find ways to use the same methods of recycling/reusing     |
| 11 | anonymous | Seems a bit obvious   |
| 12 | anonymous | Shows peoples opinions/ views can change  |
| 13 | anonymous | It will inspire the audience to follow on to help the environment.                      |
| 14 | anonymous | I like watching you improve as people can do better for themselves                      |
| 15 | anonymous | Good because it shows how we can help   |

In these two screen-captures for my A2 Creative Project survey, there is only one reference towards my Primary Research Questionnaire being "long winded" whereas there were quite a few in my previous surveys.

This shows that I listened to my target audience because I have made my surveys shorter and

## Will my Idea be Successful?

In these three pages of Primary Research, I have focused on what my target audience do like about my idea, their suggestions/thoughts/ideas and how I could make my idea better to suit the needs and requirements of my target audience.

This ensures that I am able that my A2 Creative Project is successful in appealing to its target audience because I am finding out how I can adapt idea to suit the needs and requirements of my target audience.

## Survey Evaluation

In this last section (called "Making my Questionnaires Short – Target Met", I am evaluating the progress of my questionnaire and whether I prevented it from being too long. This because many people commented on my surveys being too long for my A1 Media Production during Level 3 Media.

This allows me to crate further targets for further my surveys and questionnaires which I use for my

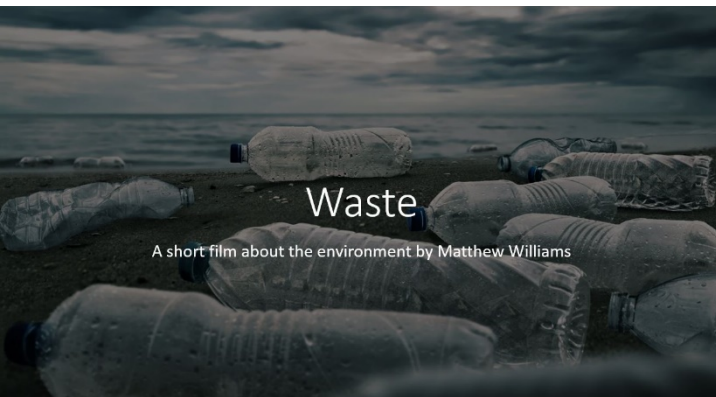


# Pitch and Proposal of “Waste”

## Introducing my Topic

To begin the presentation, I introduced my Production Title to make the pitch relatable for my client, whilst creating mystery so that my client would want to hear more of my idea.

I then introduced World Environment Day to emphasize its importance and how it related to the aims and objective of “Waste”. I did this to make my idea relatable, current, and up to date with the world around it. This also helped to explain why I was producing “Waste”.



## Pitching my Idea

After showing an understand of why I was creating “Waste”, I pitched my ideas to my client to show him how it related to the environment and World Environment Day. To make the presentation as interactive, engaging and appealing to my client as possible, I kept all my information brief. This also enabled me to be concise and clear on what I wanted to produce for my A2 Creative Project.

This shows good progress as before, many peers had often complained of my presentation being long and repetitive for my A1 Projects.

## Characters and Narratives

### Synopsis

- A boy who is wasteful (due to following the latest trends) begins to become greener after opening his eyes to the environmental issues surrounding him.

### Genre

- **Education** – It teaches as many people as possible about environmental issues.
- **Coming of Age** – The protagonist changes into a better person at the end of “Waste”

### Narrative

- **Linear Narrative** – To appeal to a wide audience by adding simplicity and an easy-to-follow script into my short film.
- **Closed Narrative** – Informing the viewer of environmental issues.

| Character Name | Character Description  |
|----------------|--|
| Ralph          | <p>Ralph is careless and follows the latest trends, making him care little about the environment.</p> <p>However, he changes after discovering more about environmental – becoming more caring, respectful and considerate towards the environment around him and living a life of being environmentally friendly.</p> |
| Wilson         | <p>Wilson is smart, clever, kind and considerate but can also be passionate and persuasive about his beliefs – falling out with Ralph over his views on the environment.</p>   |

| Legal and Ethical Considerations |  |  |
|----------------------------------|--|--|
| Legal and Ethical Issues         | Description  | Preventing the Issue   |
| Privacy                          | This refers to the relevant person's details being kept private. This prevents infringement.       | The full identity's of all cast involve will n shared.   |
| Defamation (libel/slander)       | This refers to allegation/false-statements.  | Statements will be supported with data   |
| Data Protection                  | This refers to how my files are stored and protected.  | All files will be kept confidential and secu further notice.   |
| Freedom of Information           | This refers to who the files are shared to and how accessible I make my media files.               | Any information will only be ahead with crew through a Microsoft Teams Group C “Waste” production.               |
| Codes of Practise                | This refers to professionalism and formal conduct.   | Risk Assessments / Recces and official Pr Production will be used to combat hazard                               |
| Copyright                        | This refers to whether I have permission to use the media files as part of my A2 Creative Project. | Only Royalty-Free Music / SFX will be use dialogue/monologue/Voiceovers will be myself and production team only. |

| Target Audience |   |
|-----------------|---|
| Age Range       | <ul style="list-style-type: none"><li>• 16 to 25 – Those who aspire and try to achieve an eco-friendly lifestyle as they grow older.</li><li>• 35 to 50 – Making “Waste” accessible to as many people as possible, parents may look at student's work if it is posted on Farnborough College of Technology's website.</li></ul>                         |
| Psychometrics   | <ul style="list-style-type: none"><li>• <b>Reformers</b> – The idea of self-improve relating to the protagonist making himself greener and more environmentally friendly.</li><li>• <b>Aspirers</b> – Those who aspire to an environmentally friendly lifestyle.</li></ul>  |
| Lifestyle       | <ul style="list-style-type: none"><li>• <b>Full Time Education</b> – Use of young actors to appeal to young viewers, making it likely for people in education to watch “Waste”.</li><li>• <b>Full Time Employment</b> – Those who may have enough money to follow the latest trends due to how we see the protagonist at the start of “Waste”</li></ul> |



# Second Research





## Short Films: "Migrants"

### Research


- The description of political conditions informed the focus of the analysis. The film "Migrants" is a short film that explores the experiences of migrants in the EU. The film "Migrants" is a short film that explores the experiences of migrants in the EU. The film "Migrants" is a short film that explores the experiences of migrants in the EU.
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









### Analysis







- A long list of diverse of the privileged narrated the video through a black and white film. The film "Migrants" is a short film that explores the experiences of migrants in the EU. The film "Migrants" is a short film that explores the experiences of migrants in the EU. The film "Migrants" is a short film that explores the experiences of migrants in the EU.
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











































































- For my Secondary Research, I analysed World Environment Day to gain an understand of its importance. This helped me to consider how I could show World Environment through a short film.
- Next, I looked at media production which raise awareness of the environment, how they relate to the environment, their content and how they create meaning. This is so that I could consider what convention I could use for my "Waste" short film.
- I then analysed relevant short film based on the environment or relating to what I planned to do in my own short film. For instance, "Misfire" uses global warning to show extinct Polar Bears as teddies; and how they are milled. "Lost and Found" shows how people can be lost in the city which I will use to some my protagonist caring for the environment. And both my own media production and "Look Up" inspire change.

## Primary Research

- Evidence shows that my target audience is would prefer to see "Waste" rather than the backup options provided in my survey.
- My research suggests that people feel that my ideas show how easy it is to be eco-friendly – making "Waste" more relatable for the viewer.

15. To show how the main character changes through the duration of the story, I ask them "how?"

looking or feeling  
feeling someone  
the way someone  
being surprised and not other (this could include using both present)

Are these good words?  
Students → groups

Yes 17  
No 4

16. I plan on making my text green to symbolize nature.

Do you like this color?  
(Ask Girls)

Yes 19  
No 1

17. If you ask "What" to my main idea, what might you prefer instead?

Students → groups

A more abstract idea, like: 2  
A character talking to me: 1  
A character's words: 1  
A character's words: 1

18. I'm the only child I plan on choosing someone who makes lots of words, but matches to something using materials after discussing more about environmental issues.


What do you think is a good idea?  
Students → groups

Yes 17  
No 2

After pitching my idea, I made it more plausible, feasible, justifiable, and credible by using my Secondary Research and Primary Research to discuss why it would be popular with my target audience, and how it related to the environment and how other producers show the environment or techniques that relate to “Waste”.

After convincing my client to support my idea through Secondary and Primary Research, I told my client how I would produce my content. Parts of this was to assure my client that it would be done with high-quality, professional equipment and resources; and that it would meet its deadline. Another reason for doing this was to show my client how much it would cost.

To give my client a clear idea of the costs for my “Waste” media production, I laid out my resources, suppliers, and costs/fees as a table. This enabled me to make all my costs logically orders so that they were as easy to understand and straight-to-the-point as possible.

[illegible]A graphic with a blue rectangular area at the top containing the text "Production Schedule" in white. Below this is a white area with a wavy blue border at the bottom.

## Production Schedule

| Relevant Week | Brief Description of my Activity/ies for that Week:   |
|---------------|---|
| Week 2        | I will be completing my Pre-Production materials and will be consolidating/confirming filming dates by the second half of the week through a group chat on Microsoft Teams. |
| Week 3        | I will be filming during the week – dates/times to be confirmed with my tutor and programme manager.  |
| Week 4        | This week will have a large focus on Post-Production, feedback and evaluation.  |

Unlike the presentations for my A1 Project, I decided to add a bibliography at the end of my slide to show where and how I got all my costs/expenditures for my resources and budgeting. This is to make all the information that I present as accurate as possible to reduce any risk of defamation, libel, or slander.

This was inspired by the A1 Portfolio – as it asked for Harvard Referencing. Since then, I have begun keeping the links used for obtaining information to keep my findings accurate and credible.

[illegible]



# Rough Draft Samples of my “Waste” Proposal



## PROPOSAL

“Waste”

Prepared by:

MW Productions

28/04/2022

For:

Josh Sparkes

*A main character constantly follows the latest trends (creating waste) until her eyes are opened to the environmental issues surrounding her.*



Target audience:  
Age Range

16- to 25-year-olds – This will relate to this age range because it will be using young actors and will include the latest trends in the world, and how they can damage our environment. This will enable my short film of “Waste” to remain relevant, current, modern, and up to date for people between 16 and 25 – creating an aspiration to live a sustainable and eco-friendly lifestyle.

35- to 50-year-olds – I have also included this age range too because there is a possibility of our media productions being added onto Farnborough College of Technology’s websites. This may be viewed by parents who are looking for schools/colleges for their child. Furthermore, my script will you grown-up adult language which is not offensive and uses a large emphasis on facts/statistics to back up the ideologies connote in my short film of “Waste”.

Lifestyle

This will appeal to those in part time education due to appealing to a young audience. Furthermore, this is also because my short film’s aim is to educate my target audience on environmental issues.

Psychometrics

- **Aspirers** – his will appeal to people that aspire to living an environmentally friendly lifestyle. This is because “Waste” shows people how they can do simple, eco-friendly practises such as recycling, re-using materials and walking/cycling to decrease the severity of environmental issues.
- **Reformers** – The protagonist seeks self-improvement through living a more environmentally friendly lifestyle nearer the end of “Waste”. This relates to The Reformers, because this group (as indicated through BBC Bitesize “GCSE Media Studies” thrives on self-improvement and/or self-esteem. Self-improvement is stereotyped by how we see



## Detailed description of idea:

### Storyline and Narrative

Ralph is wasteful with his money and excessive, often following the latest trend and wearing wealthy clothing which is incredibly harmful for the environment – due to the material that his clothing is made from and his Carbon Footprint. Whilst chatting to his friend, we discover his carelessness for the environment and how reckless he can be towards nature.

Annoyed with the protagonist, the friend now questions the main character and walks off after ranting at him angrily to change his ways.

Despite resisting this order, guilt and remorse overwhelms the main character – who begins to stare into the distance, the angry words of his friend constantly repeating inside his head.

Eventually, the protagonist decides to research more about the environment and is shocked to discover the true extent of how bad environmental issues are. He now learns about himself in realization, [promises to stop his wasteful ways and commit to an environmentally friendly lifestyle. In doing so, he befriends the person who he made angry and tells someone else to recycle after they drop some litter carelessly on the floor.

### Characters

My protagonist is excessive, flamboyant, greedy, and careless- as shown by his attraction to wanting the latest trend and how he only cares about his reputation and not his surroundings. However, he then changes to the opposite of who he was at the start of “Waste”: becoming as selfless, caring, considerate and kind stereotype who is aware of his surroundings and the challenges of the modern world.

The person who the protagonist talks to (Wilson) will be colloquial to make the short film relatable and is intellectual and clever. This is because then end of my first scene shows how the protagonist is questioned Wilson, asking him confident, persuasive, bold and courageous.

### Settings

For the conversation between the protagonist and the side character, I aim to show them chatting on somewhere like the Cedar Courtyard as this is a communal area and would make



## Resources:

### Filming Logistics

For filming, I will be using the Cedar Courtyard and Boundary Road to film Ralph chatting with Wilson, and Ralph cycling/walking to his destination. I will film in the Courtyard during quieter times of the day to prevent the risk of capturing people that are not supposed to be in my environmental short film.

### Camera-System

For filming, I plan on investigating whether I would be able to successfully train and film with a Canon RP. This is because Canon RPs are meant to be very high quality and would also be easy to carry as they are a similar size to Canon S50D's.

I will be mounting my RP onto a Canon S50D as I am familiar with this tripod, and it is easy to use. It is also a high-quality tripod that is strong and robust.

### Audio Equipment

The audio replacing, I will be using Audio Digital Replacing by recording my audio separately from my camera-system. To do this, I will use an NTG2 on a mic stand, wired with an XLR Cable into a Zoom H4N Pro. This will enable me to achieve professional, high-quality audio that records straight into my SD Card so that it is easy-to-find and as accessible as possible.

### Post-Production Software

For my “Waste” production, I will be using Adobe Premier and Audio. To do this, I will create a rough sequence in Premiere and replace with ADR (Audio Digital Replacement). I will export this initial ADR-Sequence and continue editing with it in Adobe Audition by adding music and sound effects. This is to ensure that all the audio balances out well and mixes together professionally.



my short film of “Waste” relatable and casual. Furthermore, some people eat their snacks here – meaning that this is an area where litter can easily be generated.

Another location I plan to use would be by Boundary Road to show the protagonist cycling/walking to his destination. This creates meaning you showing how easy it can be to live an environmentally-friendly lifestyle – making being eco-friendly feel accessible and relatable for as much of my target audience as possible.

### Genres and Forms

Stand Alone – “Waste” will be a Stand-Alone short film for the time being, because it is a special film to celebrate World Environment Day. Also, “Waste” shows the protagonist’s full character progression and ends with a conclusion and not a cliff-hanger so that I can emphasize the importance of our environment to as many viewers as possible.

Education – The main purpose of “Waste” is to inform my target audience of World Environmental Day and environmental issues, with a large emphasis on how we as a viewer can more easily be environmentally friendly within our lifestyle. I aim to do this so that I can connote an ideology of being eco-friendly as being accessible and available to as many people as possible. This will make “Waste” relatable.

Coming of Age – I will be showing Coming of Age by making someone who is careless about the environment transform into someone who actively practices being environmentally friendly, kind and considerate. This is so that I can connote that change is possible as long as we as an individual try to change.

### Music / SFX / Spoken-Sound

I will use DR Dialogue/Monologue to achieve professional-sounding audio to a high quality. To do this, I will record my audio separately from my camera-system; dialogue will be used to show character motivations – making “Waste” relatable. I will also show dialogue to denote facts/statistics/viewpoint about environmental issues, so that it can change, education and inform my target audience on World Environment and how we can be environmentally friendly in our lifestyles.

Above is the original idea which I pitched to my client, Josh Sparkes through a PowerPoint presentation on Wednesday 4<sup>th</sup> May 2022.



## Meeting Record Client Sheet

|                             |  |
|-----------------------------|--|
| Written By:                 | Matthew Williams<br>MW Productions   |
| Meeting Aims and Objectives | <ul style="list-style-type: none"> <li>To discuss the progress of "Waste"</li> <li>To resolve any issues that may arise in producing "Waste".</li> </ul> |
| Participants and Positions  | Josh Sparkes, L3 Media Course Manager and Personal Tutor<br><br>Myself – Producer for "Waste"  |
| Meeting Time/Date/Location  | 14:10 to 14:15 (5 minutes approximately)<br>Wednesday 4 <sup>th</sup> May 2022<br>N-Block, Farnborough College of Technology                             |
| Apologies for Absences      | N/A  |

| Meeting Notes  |   |
|--|---|
| Points of Discussion   | Meeting Outcomes  |
| Josh Sparkes felt that my "Waste" production was trying to fit in too many topics and needed streamlining.   | I will only focus on showing plastic pollution and waste.<br><br>To Do this, I will update my script, storyboards and shot list based on the requirements of my client.       |
| Having the branding still on a bottle could negatively represent that specific brand. This would cause defamation.   | I will not show the branding when discussing how plastic can create lots of plastic pollution.  |
| Both I and Josh agreed that data and statistics are vital for supporting ideas and preventing defamation/libel/slander.  | I will ensure that I use data and statistics are used to accurately inform my audience on plastic pollution.  |
| Josh is happy with my progress and wants me to continue staying on track.  | I will adhere to my Production Schedule to ensure that I am able to complete each task individually, logically and in plenty of time for production of my "Waste" short film. |
| <b>Summary of The Meeting Outcomes</b><br><br>Josh is happy with my progress and wants me to "stay on track".<br><br>Out of the meeting notes, there is a particular emphasis on defamation, such as the branding of plastic water bottles and how I use statistics/data to support my ideologies. |   |

In this subheading, I have considered what I would like to Achieve From my Meeting Record Client Sheet. This is important because it enables me to focus on what i should prepare for my client meeting with Josh Sparkes. This enables me to make the pitch of "Waste" more effective because it makes by making my preparation for pitching more carefully considered and well planned.

Here, I have written down the "Summary of the Meeting Outcomes" by summarising the points of discussion and what occurred during my client meeting with Josh Sparkes. This allows me to evaluate how I was effective, and areas to improve on so that I can effectively and successfully review and improve (where necessary) my idea generation and pre-production.

## Recording my Meeting Notes with Josh Sparkes

After my meeting with my client and course manager Josh Sparkes, I wrote down what both I and my client had discussed through the use of a Meeting Record Client Sheet. I used this type of documentation as the spreadsheet makes it suitable for organising notes through block-s of copy and subheadings.

Here is a sample of my Meeting Record Client Sheet above.



# Pre-Production of “Waste”

## Rough Draft of my synopsis for “Waste”

In these rough/early-drafts of my “Waste” Treatment. I described my idea as being about someone who follow the “latest trends”, causing him to be environmentally unfriendly due to his carbon footprint and attitudes towards plastic pollution. I originally planned to do this so that I could raise a range of environmental such as emissions, Carbon Footprints, waste, and plastic pollution.

However, I later changed the synopsis of my treatment given in my final draft of my “Waste” Treatment. This is because my client – Josh Sparkes – felt that I was trying to fit too much into my short film and that it would be easier to show plastic pollution as opposed to Carbon Footprints and emissions. based on this, I changed my synopsises to that of a boy who is carless towards the environment until researching environmental issues. This enabled me to focus more on plastic pollution so that I could make “Waste” feel more relatable for young viewers.

### Treatment

|                     |                     |
|---------------------|---------------------|
| Written By:         | Matthew Williams    |
| Working Title:      | Waste               |
| Type of Production: | Short Film          |
| Duration:           | 3 to 4 minutes long |

|  |  |
|--|--|
| <b>Synopsis</b>  | <i>Give a short synopsis of your storyline. In this outline, mention your characters and what happens to them.</i> |
| Ralph is careless for the environment due to following new trends and throwing away old items/accessories; this is changed when his friend questions him, causing the protagonist to look up environmental issues out of guilt and switch to a more environmentally friendly lifestyle to redeem himself, and his integrity. |  |

|   |  |
|---|--|
| <b>Narrative Structure</b>  | <i>Describe how events begin, develop and end – also mentioning any subplots if possible. Is it in Chronological Order, or Non-Linear Narrative?</i> |
| <b>Linear Narrative</b><br><br>“Waste” will follow a Linear Narrative to how Ralph changes his lifestyle. This is so that I can appeal to as much of a mainstream music video as possible through making my “Waste” short film chronological, straightforward, and straight-to-the-point.   |  |
| <b>Closed Narrative</b><br><br>I will be using Closed Narrative to show the importance of the environment and looking after the environment. This is so that that I can make my “Waste” short film, as informative and educational as possible. This will help to make “Waste” more appealing, helpful, credible, valuable and appealing for its target audience and will show us how we can live a more environmentally friendly lifestyle to make being eco-friendly as accessible and relatable for its target audience as possible. |  |



# Final Draft of my “Waste” Treatment (Samples)

## Treatment

|                     |                     |
|---------------------|---------------------|
| Written By:         | Matthew Williams    |
| Working Title:      | Waste               |
| Type of Production: | Short Film          |
| Duration:           | 3 to 4 minutes long |

|   |  |
|---|--|
| <b>Synopsis</b>   | <i>Give a short synopsis of your storyline. In this outline, mention your characters and what happens to them.</i>                                   |
| Wilson discovers Ralph’s lack of care about the environment and plastic pollution when he sits next to him after the other benches are already occupied. In a bid to convince Ralph to be more eco-friendly, Willson’s viewpoints on the environment and Ralph’s attitude resonate – causing Ralph to research environmental issues and commit to an eco-friendly lifestyle.  |  |
| <b>Relating to “World Environment Day”</b>  |  |
| To show World Environment Day, I will show Ralph and Wilson sitting together at the end of “Waste” as Ralph describes his new eco-friendly lifestyle. Impressed by Ralph’s attitude, Wilson will invite Ralph into celebrating World Environment Day with his friends by selling eco-friendly accessories. This relates to plastic pollution because it is showing an alternative to using plastic.   |  |
| <b>Narrative Structure</b>  | <i>Describe how events begin, develop and end – also mentioning any subplots if possible. Is it in Chronological Order, or Non-Linear Narrative?</i> |
| <b>Linear Narrative</b>   |  |
| “Waste” will follow a Linear Narrative to how Ralph changes his lifestyle. This is so that I can appeal to as much of a mainstream music video as possible through making my “Waste” short film chronological, straightforward, and straight-to-the-point.  |  |
| <b>Closed Narrative</b>   |  |
| I will be using Closed Narrative to show the importance of the environment and looking after the environment. This is so that that I can make my “Waste” short film, as informative and educational as possible. This will help to make “Waste” more appealing, helpful, credible, valuable, and appealing for its target audience and will show us how we can live a more environmentally friendly lifestyle to make being eco-friendly as accessible and relatable for its target audience as possible. |  |
| KEY SCENES  |  |
| <b>Scene 1 (A Guilty Conscience)</b><br>In this scene, we see Wilson sitting next to Wilson as all the other nearby seats are already occupied: The [purpose of this scene is to show the dangers of plastic pollution by stereotyping Ralp as someone who cares little about plastic pollution about the environment, and someone who knows barely anything about the issue. However, Ralph becomes more aware and concerned as the conversations goes on.   |  |

This scene’s aim is to educate my audience on plastic pollutions and its dangers to the environment. However, it is also to set up the story of “Waste” and introduces us to different characters. This helps us to better relate to “Waste”.

### Scene 2 (A Change of Attitudes)

This scene will show how haunted Ralph feels by plastic pollution and his guilt towards how he was once careless towards plastic pollution. Thos will be stereotyped through Ralph’s flashbacks of Wilson encouraging him to be more eco-friendly, prompting Ralph to better research environmental issues and commit to an environmentally friendly lifestyle. The main purpose of this scene is to show that people can easily change their attitudes and become a better, more eco-friendly person.

### Scene 3 (New Beginnings)

The main purpose of this scene is to show how Ralph s more eco-friendly to show that caring for the environment and our surroundings can lead to friendship, and a happier lifestyle. To show this, I will denote Ralph and Wilson chatting on a bench with Wilson inviting Ralph into celebrating World Environment Day with him and his friends.

As hinted, the scene will also tell us about World Environment Day and will also provide how it can be celebrated by the target audience for “Waste”.

|   |   |
|---|---|
| <b>Genre</b>  | <i>What category of music video are you producing? Justify your decision through the conventions used to denote your genre.</i> |
| <b>Education</b>  |   |
| My short film of “Waste” is an Educational Short Film because it teaches people about environmental issues and how being careless can contribute to them. It also educates the viewer on how easy it can be to live an eco-friendly lifestyle. This is so that I can make being green as accessible to as much of a wide target audience as possible, helping to make “Waste” more relatable.           |   |
| <b>Coming of Age</b>  |   |
| Another genre for “Waste” is Coming of Age. This is because at first, Ralph (the protagonist) is excessive, greedy and obsessed with following the latest trends in the modern world, careless and reckless towards the waste which he contributes towards as a result. However, Ralph soon transforms into someone who is kinder, more appreciative, selfless, and empathetic towards the environment. |   |
| I want to use this ideology to connote that people can change and redeem themselves, and that living an eco-friendly lifestyle can be easier than you think and could help to save our natural environments. This is to make “Waste” feel as accessible, straightforward, and relatable as possible for its target audience.  |   |
| <b>Setting</b>  | <i>Describe when/where the story occurs and give a detailed description for each location.</i>                                  |
| <b>Wooden Bench</b><br>For the conversation between Ralph and Wilson. This is to make “Waste” casual and relaxed so that it can relate to a wide demographic of target audience. This will help to make environmental issues feel more accessible for more viewers.   |   |

## Page 1 of my Treatment

|   |   |
|---|---|
| <b>Road Pavement or Cycle Path</b><br>Part of the ending for “Waste” involves the protagonist cycling to his destination after learning more about emissions. To do this, I will show the protagonist cycling on a road pavement, preferably outside the college or in King George V Park, Farnborough,   |   |
| Filming this outside Boundary Road would help to show an everyday setting to make “Waste” relatable for a wide target audience, and because a road pavement is where you might see someone cycling. Meanwhile, cycling in the park will help to add naturalism so that I could better relate to the environment.  |   |
| <b>UCF Costa Coffee</b><br>Another location I plan on using I a refectory/cafeteria to show Ralph using a plastic cup to drink coffee. This is to stereotype how common plastic has become in modern society and how granted we are use plastic without considering the consequences of its waste, plastic pollution and how long it takes to degrade.  |   |
| <b>Sound / Music</b>  | <i>Discuss the song which will be used? Why have you used it? What other audio will you use, and why?</i> |
| <b>Dialogue</b><br>The main way that I plan to denote statistics and figure about environmental issues is through the convention of dialogue. To do this, I will show them through exaggeration and rhetorical questions to make Wilson’s eco-friendly viewpoint stronger, more robust, credible and persuasive – encouraging us to be more environmentally friendly. This also challenges us by questioning us (as an individual) on how much we contribute towards environmental issues such as plastic pollution, air pollution and so on.   |   |
| <b>Monologue (VO)</b><br>I plan to experiment with Monologue to represent Ralph’s guilt by denoting Wilson’s questioning of Ralph’s attitude repeatedly, and like an echo. This is to connote it as being from inside Ralph’s head and will be to show Wilson’s strength, and courage and standing up for the environment and how persuasive Wilson us. This will motivate the target audience in wanting to protect <u>then</u> environment, creating interest into how we might go about this. Hence, this will make us want to watch the part where Ralphs lives an eco-friendly lifestyle to give a conclusion that ends my “Waste” short film professionally and to a high quality.  |   |
| <b>SFX</b> <ul style="list-style-type: none"><li>• <b>Heartbeat</b> – In a Close that zooms into an Extreme-Close-Up, I plan to use a heartbeat with a voiceover of Wilson questioning Ralph to show Ralph’s guilt and how his memories haunt him. This connotes Ralph as suffering from a crisis and Wilson as being much stronger and more persuasive – with the heartbreak reinforcing his nerves and guilt.</li><li>• <b>People Talking in the Background</b> – For a particular shot, I want to show Ralph purchasing a plastic cup from a refectory/cafeteria to add realism, because you might find plastic cups in most cafes and eateries and because plastic cups are still common in some areas. This is to show how we have gotten used to plastic without thinking about the waste created and how it can take 450 years to break down (“savemoneycutcarbon.com”), breaking down into the ground beneath it.</li><li>• <b>Plastic Cups</b> – I plan to symbolize a plastic-like sound effects to show Ralph drinking from a plastic cup then throwing it connote the ground carelessly. If possible, I would specifically like it so that it sounds like two plastic bottles squealing against each other. This is so that I can connote how unpleasant plastic is and symbolise its danger to the environment. This noise will discourage my target audience from using plastic due to how understand the noise will sound.</li></ul> |   |

## Page 2 of my Treatment

|   |   |
|---|---|
| <ul style="list-style-type: none"><li>• <b>Phone/Technology SFX</b> – For showing Ralph viewing the world’s latest trends, I will be using digital/phone-like SFX to stimulate him looking at his phone to make the scene feel more credible and believable. Furthermore, this will help with appealing to a young target audience and will help to link with how throwing phones away can lead to more waste.</li></ul>  |   |
| <b>Music</b> <ul style="list-style-type: none"><li>• <b>Drum Bed</b> – For my opening scene of “Waste”, I plan to denote lively, quick-based music to match with Ralph using plastic cups for his cups of coffee and looking at new products on the market which are environmentally unfriendly, alongside a shot of him throwing some litter on the ground carelessly. This is so that I can add energy to attract young viewers, enabling my “Waste” short film to appeal to as many viewers as possible. Appealing to the youth is particularly important because they are the people who will change and shape our futures.</li><li>• <b>Sad Piano Music</b> – To show Ralph’s guilt, I will use piano music that is sad and at a slow pace so that I can emphasize Ralph’s guilt. This will help to fit with my “Waste” short film because it will also symbolise the environmental destruction caused by waste, and pollutions/emissions etc.</li><li>• <b>Cinematic, Uplifting Audio Track</b> – For the end of my “Waste” short film, I plan to use an uplifting, motivational piece of music to match alongside Ralph’s quest to begin and undergo a lifestyle that is more environmentally friendly. This is so that I can encourage and inspire my target audience to live an eco-friendly lifestyle. Furthermore, relying on modern drum-beds would only appeal to young viewers and would alienate parents who may want to watch with students at Farnborough Technology have produced as part of their World Environment Day media productions.</li></ul> |   |
| <b>Characters</b>   | <i>Describe the people in your story: What are their motivations? How might you stereotype them?</i>                    |
| <b>Ralph</b><br><br>Ralph will be the protagonist of my storyline and will help to drive forward my Narrative. To do this, I will connote how Ralph transforms from someone who cares little about the environment into someone who devotes himself to living a lifestyle that is environmentally friendly. Plan to do this to show that people can change and to encourage my target audience to be environmentally friendly.  |   |
| <b>Wilson</b><br><br>Wilson will be a stereotyped as being clever, intellectual, and aware of the environment – passionate and determined to keep it from harm and passionate about protecting it. To emphasize this, he will be persuasive through the denotation of rhetorical questions, data and statistics to reinforce his viewpoint and automatically make it stronger and more credible – encouraging us to take better care of our natural environments.   |   |
| <b>Editing</b>  | <i>Describe the pace, and how you will go from one scene to the other. This could include transitions for instance.</i> |
| <b>Splicing</b><br><br>A key feature of my “Waste” short film is to use Splicing through the Razor Tool. This is so that I can successfully create a storyline which shows how Ralph becomes more environmentally friendly This connotes an ideology of change being possible through incorporating it with easy-to-do activities and lifestyle choices. This is to make being eco-friendly as accessible and relatable to as many viewers as possible.   |   |



In my column sub-headed “Description of the issue”, I have written a brief description of what each legal and ethical issues means. This is important because it shows an understanding of possible legal and ethical issues towards “Waste”. By understand what different legal and ethical issues mean, I am more likely to know how to combat that legal and ethical issue more appropriately.

For explaining “Discrimination”, I have noted down as many types of discrimination as possible so that I can ensure that I do not overlook any form of discrimination. This makes my short film more ethical, legal, and relevant to issues such as agism and sexism for instance.

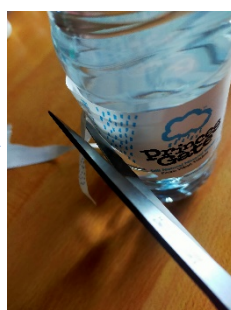
| Legal and Ethical Considerations |   |  |
|----------------------------------|---|--|
| Legal/Ethical Issues:            | Description of the Issue:   | Solutions:   |
| Privacy                          | This refers to preventing infringement by keeping necessary data private.   | All my cast's names/identities will be kept private through the denotation of credits and made-up characters.  |
| Defamation / Libel / Slander     | This is the act of saying a statement against someone that is not true/cannot be proven.  | All dialogue raising points about the World Environmental Day, the environment and environmental issues will be justified through ethically sourced data and statistics.   |
| Discrimination                   | Discrimination is when you unfairly harm/abuse/insult a certain of people usually due to a dislike of that group. This could include <ul style="list-style-type: none"> <li>Racism</li> <li>Sexism</li> <li>Discrimination against Disabilities and/or Special Needs</li> <li>Ageism</li> <li>Heightism etc.</li> </ul> | Being eco-friendly will be made to feel accessible to as many viewers as possible and any environmental issues will not be blamed on a certain group/s of people.  |
| Data Protection                  | This refers to how you store relevant data and keep it safe and secure from harm.   | All files will be kept safe and secure on my External Disk Drive.  |
| Freedom of Information           | This refers to how you share information, and who you share it to.  | Distribution of “Waste” will have already been agreed with my tutor who may put it onto Farnborough College of Technology's website.<br><br>All cast will be fully debriefed of where the media production will be broadcast before filming.                                     |
| Codes of Practise                | This refers to professional conduct.  | All Pre-Production will be detailed and professionally presented. Any communications will be as concise, formal and effective as possible between peers and personnel.<br><br>Location Recces and Risk Assessments MUST be completed for every filming location used in “Waste”. |
| Copyright                        | This refers to whether you have permission to use the photos/videos/audio in your media production.   | SFX and music will be legally and ethically sourced from royalty-free sites such as BBC Sound Effects, YouTube Audio Library and Pixabay.  |
| Any Further Comments             | This refers to anything which I did not get to mention in my other legal and ethical issues.  | No animals will be harmed in the making of “Waste” and I will avoid showing anything that may be too upsetting or macabre.   |

## Preventing Defamation

One of the major issues discussed during my client meeting with Josh Sparkes was defamation. This is because I am educating my target audience on Plastic Pollution and World Environment Day., making it important for me to base all dialogue on proven figures, statistics, and statements from legal, ethical, trustworthy, and established organisations (such as the United Nations and WWF).

Another way of reducing defamation included removing the labels from the plastic bottle that Ralph throws on the floor. This was done to prevent accidentally stereotyping the relevant bottle-branding from being environmentally unfriendly.

Here, we can see that I have cut off the label so that I do not accidentally stereotype the brand as being environmentally unfriendly.





## My Rough Drafts

Originally, my rough draft for the conversation between Ralph and Wilson was set to include not only plastic pollution but also emissions. To show this, I planned to show Ralph purchasing an eco-unfriendly accessory from an online subscription. To do this, I showed Ralph ordering an overseas purchase from faraway using environmentally unfriendly materials such as leather etc.

I initially decided to use this concept so that I could raise awareness of as many environmental issues as possible. This was to help me “Waste” short film as accessible and relatable to as many viewer demographics as possible.

## Editing my Scriptwriting into a Final Draft

After gaining valuable feedback from my personal tutor and course manager, I decided to streamline my script as he felt that my script’s topics were too ambitious, cluttered and that I was trying to fit too much into 3 to 4 minutes of video and audio.

Next, he gave me further advise to adjust my dialogue: This is because he felt that the dialogue was too harsh for people that were only acquaintances and that it was too heavy. To incorporate my feedback into the script, I edited the dialogue ad monologue to make it more conversational, memorable, shorter, lighter, and friendlier. Part of this included making Ralph and Wilson friends to reinforce this tone.

I also added a leaflet to show how Wilson knew so much about plastic pollution. This enabled me to make “Waste” and the character of Wilson more relatable causal, credible, and believable for its audience.

**Below are samples of a Rough Cut for “Waste”:**

Page 2

SCENE 1 - A GUILTY CONSCIENCE

EXT. CEDAR COURTYARD

TWO-SHOT

Ralph is sitting on a bench, eating chocolate from a plastic wrapper. Wilson approaches him and asks whether he can sit down as all the other benches are occupied.

WILSON

You mind if I sit here? All the other seats are occupied.

RALPH

Yeah, sure. Whatever!

ECU, MID SHOT

Ralph hears a buzz on his phone and gets it out, looking at it greedily.

WILSON

Ooh, what’s piqued your interest all of a sudden?

RALPH

Oh it’s this watch, it made from leather all the way in... I’m one of their subscribers. If I order it now, then I can get it delivered within a few days! It’ll be sent by aeroplane!

OVER THE SHOULDER

WILSON

But what about its carbon footprint?

OVER THE SHOULDER

RALPH

What about it? Why should I care?

OVER THE SHOULDER

WILSON

Hmm, perhaps because emissions have increased by what...90% since 1970!? Don’t you know that emissions release Greenhouse Gases, helping to speed up global warming! Don’t you know that this can lead to catastrophic climate change?

Page 3

CLOSE-UP

RALPH

Whatever!

CLOSE-UP

WILSON

So, it doesn’t bother you that Emissions can lead to health issues such as aggravated Asthma, Lung Cancers and Bronchus Cancers and Strokes?

OVER THE SHOULDER

RALPH

Surely, I would have noticed by now!

EXTREME CLOSE UP

Ralph has finished his chocolate and just throws his wrapper carelessly onto the floor. Wilson looks down, growing impatient and frustrated at Ralph’s minimal effort to get rid of the litter.

CLOSE-UP

WILSON

Aren’t you going to pick that up?

OVER THE SHOULDER

RALPH

Why should I?

OVER THE SHOULDER

WILSON

Must you always say that!? Did you not know that plastic bottles can take up to 450 years to degrade for instance?

CLOSE-UP

WILSON (CON'D)

Just imagine, the ground which you walk on congested with plastic which creeps there on your shrill feet, sending shivers down your spine.

MEDIUM CLOSE-UP

Ralph shudders uncomfortably.

Page 4

Imagine the poor animals that ingest plastic in the ocean - blocking their Digestive Systems; preventing food from getting in; causing starvation, suffering and death!

OVER THE SHOULDER

RALPH

I’m still not picking it up.

TWO-SHOT

WILSON

That’s it, I’m moving! You obviously care little about the environment; the only thing you seem hooked on like an addict is this obsession with the latest trend and being on your phone? Why use your phone instead of saving the environment?

OVER THE SHOULDER, TWO SHOT

RALPH

Whatever!

CLOSE-UP

WILSON

Look, it’s simple: destroy the environment and you kill all the animals and ruin this beautiful sanctuary that we call earth. Destroy that, we have no food or resources to survive on! If you don’t want things to be like that, then I suggest that you change your attitude and do something good for once in your life!

WIDE SHOT, CLOSE-UP

Wilson walks off angrily, away from the bench. Ralph shrugs carelessly.

Jump Cuts Into:



|   |  |   |
|---|--|---|
| <p>“Waste”</p> <p>A short film celebrating World Environment Day</p> <p>--- FINAL DRAFT ---</p> <p>Matthew Williams<br/>MW Productions</p> <p>Rough Draft Written on 30/04/2022<br/>Edited into a Final Draft on 11/05/2022</p> <p><a href="#">20221381@farn-ct.ac.uk</a></p> <p>07538 567954</p> | <p>SCENE 1 – A GUILTY CONSCIENCE</p> <p><u>EXT. DAYTIME, CEDAR COURTYARD</u></p> <p>TWO-SHOT</p> <p>RALPH is sitting on a bench, drinking water from a single-use plastic bottle. WILSON approaches him and asks whether he can sit down as all the other benches are occupied.</p> <p>WILSON</p> <p>Hey buddy! Would you mind if I sit here?</p> <p>MEDIUM CLOSE-UP</p> <p>RALPH</p> <p>Of course not, go ahead!</p> <p>EXTREME CLOSE UP</p> <p>RALPH has finished his plastic bottle and throws it carelessly onto the floor. Wilson looks down, growing impatient and frustrated at Ralph’s minimal effort to get rid of the litter.</p> <p>CLOSE-UP</p> <p>WILSON</p> <p>Aren’t you going to pick that up?</p> <p>MEDIUM CLOSE-UP</p> <p>RALPH laughs, not realizing the extent of damage caused by plastic pollution.</p> <p>RALPH H</p> <p>Oh, it’s only a plastic bottle, what harm can it do?</p> <p>OVER THE SHOULDER, ECU</p> <p>WILSON</p> <p>Well, according to this leaflet, plastic bottles can take up to 450 years to degrade for instance as stated by the WWF Australia? The UN also says that chlorinated plastics can release harmful chemicals into the soil.</p> <p>OVER THE SHOULDER</p> <p>RALPH</p> <p>What other dangers can plastic create?</p> | <p>CLOSE-UP</p> <p>WILSON</p> <p>According to this leaflet, the UN says that degraded plastic breaks down into the ground and can harm the ecosystem and sources of water. How would you feel if you drank water harmed by chemicals?</p> <p>MEDIUM CLOSE-UP</p> <p>Ralph shudders uncomfortably but then stops, returning to his old ways.</p> <p>OVER THE SHOULDER</p> <p>WILSON</p> <p>And it can block an animal’s digestive system or their airways!</p> <p>OVER THE SHOULDER</p> <p>RALPH</p> <p>How do you know all this?</p> <p>OVER THE SHOULDER</p> <p>WILSON</p> <p>Oh, I’ve got this new job at a company called Eco Energy! It’s how I got this leaflet. Oh, look at the time, I’ve got to get to work!</p> <p>OVER THE SHOULDER</p> <p>RALPH</p> <p>I’m still not picking it up.</p> <p>CLOSE-UP</p> <p>WILSON</p> <p>Alright then, consider this viewpoint: destroy the environment and you destroy all our resources. Could we ever survive without our resources? Anyway, I’ve got to go to work now, see you soon Ralph</p> <p>MEDIUM CLOSE-UP</p> <p>Ralph shrugs carelessly, we then see Wilson walking away from the bench.</p> <p>RALPH</p> <p>Bye Wilson, see you soon!</p> <p>Jump Cuts Into:</p> |
|---|--|---|

Here, you can see that I have made the tone friendlier to make it more relatable and so that people feel more encouraged to be more environmentally friendly. Another way of making the dialogue more relatable has been by showing Wilson looking at a leaflet to gain his facts/statistics. This helps to make the story and conversation between Ralph and Wilson feel more relatable, credible, believable, and realistic- because it tells us how Wilson has gained so much knowledge on plastic pollution and how it affects the environment.

SCENE 2 - A CHANGE OF ATTITUDES

EXTREME-CLOSE-UP

RALPH puts a cup into the recycling bin. This shot will be using slow-motion so that it blends well with the next scene.

INT. DAYTIME, LIBRARY

MID SHOT (WS FRAMING)

RALPH is filling out a form for a job application, with his form on a desk in a library-backdrop, staring at the form. He is about to answer the last question when he stops after reading "What have you learnt from your previous job/work experience?"

MEDIUM CLOSE-UP

Ralph

He was right, I do need to change my attitude. I suppose there is only one thing I can do now...

Cuts To:

INT. DAYTIME M-BLOCK CORRIDOR

LONG SHOT, OVER THE SHOULDER, ECU, MED-CU

RALPH is keenly researching environmental issues with a determined facial expression.

RALPH (VO)

Research environmental issues! are environmental issues? How do they affect the environment, why are they important? And how can we resolve these issues?

Slides Into:

INT. DAYTIME, KING GEORGE V PARKLAND AND UCF COSTA COFFEE

PANNING SHOT, MID SHOTS, EXTREME CLOSE-UPS, CLOSE-UPS

We see a montage of how RALPH is now committing to an environmentally friendlier lifestyle and how easy it is through simple, every-day steps. This will include cycling, recycling, and bringing your own coffee thermos to work for breaks instead of purchasing expensive coffees.

RALPH (CON'D)

Now to live an eco-friendly lifestyle! It's quite simple really! I'll cycle, recycle, and stop using plastics; and bring my reusable water bottle to work! I just bought MY bottle from a supermarket! Who knew that it was so easy?

Fades Into:

SCENE 3 - NEW BEGINNINGS

EXT. DAYTIME, CEDAR COURTYARD

LOW ANGLE, EXTREME CLOSE UP

WILSON is sitting on the same bench as at the start of "Waste". Ralph proudly approaches Wilson. In doing so, we see Ralph's feet dramatically walk closer to Wilson sitting on the bench, followed by an ECU of Wilson's eyes.

MEDIUM CLOSE-UP

WILSON

Hey Ralph!

OVER THE SHOULDER (LOW ANGLE)

RALPH

Hey Wilson, great news! I've researched environmental issues! I'm now committing to an eco-friendly lifestyle!

CLOSE UP

WILSON looks surprised and impressed towards RALPH'S eco-friendly lifestyle.

WILSON

I'm impressed! Well done! Why don't you come and sit with me?

TWO-SHOT

RALPH

Of course!

OVER THE SHOULDER

WILSON

Hey, what do you know about World Environment Day?

TWO-SHOT

RALPH

Hmm, it was created by the United Nations and aims to raise awareness of environmental issues. It's also on June 6th, isn't it?

OVER THE SHOULDER

WILSON

You have been researching! Anyway, me and my friends are planning on raising money for World Environment. We're running a stall that's selling eco-friendly accessories. Would you like to join us?

CLOSE-UP

RALPH

I'd love to!

TWO-SHOT

Both WILSON and RALPH are chatting happily on the same bench.

Fades Into:

Green Text is seen with websites useful for researching World Environment Day, using green text to add naturalism and bold and/or capital letters to make the links stand out.

Fades Into:

--- CLOSING CREDITS ---




# Final Drafts of my "Waste" Storyboarding


| Storyboard         |  |                  |                        | Page 1   |                  |
|--------------------|--|------------------|------------------------|----------|------------------|
| Programme Title    |  | Waste            |                        | Director | Matthew Williams |
| Production Company |  | MW Productions   |                        | Date     | 01/05/2022       |
| 1                  |  |                  |                        |          |                  |
| Dur:               | 3 seconds  | Shot Description | Opening Titles         |          |                  |
| Audio:             | SFX: Scrunching of Paper, Cup Falling into Bin   |                  |                        |          |                  |
| 2                  |  |                  |                        |          |                  |
| Dur:               | 2 seconds  | Shot Description | Two-Shot               |          |                  |
| Audio:             | Dialogue – Wilson asking for a seat<br>SFX: Birds Chirping, Footsteps<br>Soft, slow piano music    |                  |                        |          |                  |
| 3                  |  |                  |                        |          |                  |
| Dur:               | 2 seconds  | Shot Description | Medium Close-Up        |          |                  |
| Audio:             | Dialogue (Ralph) – "Of course not, go ahead."<br>SFX: Squealing of Plastic, Nature, Birds Chirping |                  |                        |          |                  |
| 4                  |  |                  |                        |          |                  |
| Dur:               | 2 seconds  | Shot Description | Extreme Close-Up       |          |                  |
| Audio:             | SFX: Squealing of Plastic  |                  |                        |          |                  |
| 5                  |  |                  |                        |          |                  |
| Dur:               | 1 second   | Shot Description | Extreme Close-Up       |          |                  |
| Audio:             | SFX: Squealing of Plastic, Swoosh  |                  |                        |          |                  |
| 6                  |  |                  |                        |          |                  |
| Dur:               | 3 seconds  | Shot Description | Low Angle              |          |                  |
| Audio:             | SFX: Dramatic Thud as plastic falls to the ground, Swoosh  |                  |                        |          |                  |
| 7                  |  |                  |                        |          |                  |
| Dur:               | 3 secs   | Shot Description | Over The Shoulder Shot |          |                  |
| Audio:             | Dialogue (Wilson) – "Aren't you going to pick that up?"<br>SFX: Nature, Birds                      |                  |                        |          |                  |
| 8                  |  |                  |                        |          |                  |
| Dur:               | 4 seconds  | Shot Description | Over The Shoulder Shot |          |                  |
| Audio:             | Dialogue (Ralph) – Joking as to why he should pick it up.<br>SFX: Nature, Birds Chirping           |                  |                        |          |                  |


Storyboard


Page 2


|                    |                |          |                  |
|--------------------|----------------|----------|------------------|
| Programme Title    | Waste          | Director | Matthew Williams |
| Production Company | MW Productions | Date     | 01/05/2022       |


|        |  |                  |                        |
|--------|--|------------------|------------------------|
| 9      |  |                  |                        |
| Dur:   | 10 seconds   | Shot Description | Over the Shoulder Shot |
| Audio: | Dialogue (Wilson) – Plastic Degradation<br>SFX: Nature, Birds Chirping             |                  |                        |


|        |   |                  |                 |
|--------|---|------------------|-----------------|
| 10     |                                |                  |                 |
| Dur:   | 2 seconds   | Shot Description | Medium Close-Up |
| Audio: | Monologue – Ralph makes a shuddering noise ("Yikes!" for instance)<br>SFX: Nature, Plastic<br>Eerie, Creepy Music |                  |                 |


|        |   |  |                 |
|--------|---|--|-----------------|
| 11     |                                 | Ralph shudders at Wilson's dark thought of how plastic is deadly to animals. |                 |
| Dur:   | 9 secs  | Shot Description   | Medium Close-Up |
| Audio: | Monologue – Ralph makes a shuddering noise ("Yikes!" for instance)<br>SFX: Nature, Plastic<br>Eerie, Creepy Music |  |                 |

|        |   |                  |                        |
|--------|---|------------------|------------------------|
| 12     |  |                  |                        |
| Dur:   | 2 secs  | Shot Description | Over The Shoulder Shot |
| Audio: | Dialogue (Ralph) – "Oh really?"<br>SFX: Nature, Birds Chirping                      |                  |                        |

|        |   |                  |                        |
|--------|---|------------------|------------------------|
| 13     |      |                  |                        |
| Dur:   | 7 secs  | Shot Description | Over The Shoulder Shot |
| Audio: | Dialogue – Wilson discussing how animals are affected by plastic<br>Eerie, Creepy Music |                  |                        |

|        |  |                  |          |
|--------|--|------------------|----------|
| 14     |  |                  |          |
| Dur:   | 8 secs   | Shot Description | Close-Up |
| Audio: | Dialogue – Wilson describing his new job<br>SFX: Heartbeat / Heart-Pulse             |                  |          |

|        |  |                  |                  |
|--------|--|------------------|------------------|
| 15     |  |                  |                  |
| Dur:   | 2 secs   | Shot Description | Extreme Close Up |
| Audio: | Dialogue – Wilson describing his new job (continued)<br>SFX: Nature, Birds Chirping  |                  |                  |

|        |   |                  |          |
|--------|---|------------------|----------|
| 16     |  |                  |          |
| Dur:   | 2 seconds   | Shot Description | Close-Up |
| Audio: | Dialogue (Ralph) – "I'm still not picking it up!"<br>SFX: Nature, Birds Chirping      |                  |          |

## Most Common Camera Angles for "Waste"

- **Over the Shoulder Shot:** For the first scene, I used some Over-The-Shoulder Shots to show the interaction between the two characters Ralph and Wilson. This is because Over-The-Shoulder Shot are often used for conversation-scenes within media productions and cinematography. This is also so that I could show each character's viewpoint and interaction to add interest to my "Waste" short film.
- **Close-Ups:** For my A2 Creative Project's short film of "Waste", I often used Close-Ups for some of my dialogue. I used the denotation to show my character's facial expressions and interaction – helping to stereotype them and show character progression to help drive my story forward. This enables us to relate to each character's viewpoint and encourages us to be more environmentally friendly and celebrate World Environment Day.
- **Extreme Close-Ups:** The most common camera framing used was the CU and ECTU to show items which relate to my story. This is so that I could teach my audience of what plastic pollution looks like. Extreme Close-Ups were also used in Scene 2 when a line on a job application form saying "What have you learnt" changes Ralph's attitude toward the environment, making him realize that he needs to become more eco-friendly.



# Final Drafts of my "Waste" Storyboarding

| Storyboard         |                  |          |                  |
|--------------------|------------------|----------|------------------|
| Page 3             |                  |          |                  |
| Programme Title    | Waste            | Director | Matthew Williams |
| Production Company | Matthew Williams | Date     | 03/05/2003       |

17

Dur: 3 secs Shot Description: Close-Up  
Audio: Dialogue - Wilson encouraging Ralph to be eco-friendly  
SFX: Nature, Birds Chirping

18

Dur: 2 secs Shot Description: Medium Close-Up  
Audio: Monologue - Ralph grunts as he shrugs his shoulders  
SFX: Nature, Birds Chirping

19

Dur: 1 secs Shot Description: Two-Shot  
Audio: Dialogue - Wilson and Ralph say farewell  
SFX: Nature, Birds Chirping

20

Dur: 1 sec Shot Description: Over-The-Shoulder Shot  
Audio: SFX: Pen Scribbling on Paper, Background Chatter  
Chirpy, Casual Music

21

Dur: 2 secs Shot Description: Over The Shoulder Shot  
Audio: SFX: A Heartbeat slow rises, other SFX fade away

22

Dur: 2 secs Shot Description: Dutch Angle  
Audio: SFX: A SFX: Heartbeat-Pulse  
Eerie, Creepy, Tense Music

23

Dur: 2 secs Shot Description: Close-Up  
Audio: Dialogue - Wilson encouraging Ralph to be eco-friendly  
SFX: Nature, Birds Chirping

24

Dur: Shot Description: Medium Close-Up  
Audio: Monologue from Ralph: He was right, I need to change my attitude  
SFX: Heartbeat fades away

| Storyboard         |                |          |                  |
|--------------------|----------------|----------|------------------|
| Page 5             |                |          |                  |
| Programme Title    | Waste          | Director | Matthew Williams |
| Production Company | MW Productions | Date     | 01/05/2022       |

33

Dur: 2 secs Shot Description: Extreme Close-Up  
Audio: Tense Western Music  
SFX: Footsteps, Brief Heartbeat/Heart-Pulse

34

Dur: 4 secs Shot Description: Medium Close-Up  
Audio: SFX/Monologue: Wilson sighing, Birds Chirping

35

Dur: 12 secs Shot Description: Over The Shoulder Shot  
Audio: Ralph's Dialogue (new eco-friendly lifestyle / apologies for his carelessness towards the environment)  
SFX: Birds Chirping

36

Dur: 4 secs Shot Description: Close-Up  
Audio: Wilson's Dialogue - "Well done! I'm impressed!"  
SFX: Birds Chirping  
Happy, slow, emotive and upbeat music slowly Cross-Fades into "Waste"

37

Dur: 1 second Shot Description: Two-Shot  
Audio: Dialogue (Ralph): "Of course!"  
SFX: Footsteps, Nature, Birds Chirping

38

Dur: 2 secs Shot Description: Over The Shoulder Shot  
Audio: Dialogue (Wilson) - World Environment Day  
SFX: Nature, Birds

39

Dur: 4 secs Shot Description: Two-Shot  
Audio: Dialogue - Ralph informing us on WED  
SFX: Nature, Birds Chirping

40

Dur: 7 secs Shot Description: Over The Shoulder Shot  
Audio: Dialogue - Ralph informing us on WED  
SFX: Nature, Birds Chirping

| Storyboard         |                |          |                  |
|--------------------|----------------|----------|------------------|
| Page 4             |                |          |                  |
| Programme Title    | Waste          | Director | Matthew Williams |
| Production Company | MW Productions | Date     | 03/05/2022       |

25

Dur: 2 secs Shot Description: Long Shot  
Audio: Voiceover of Ralph describing his research on environmental issues  
SFX: Person typing on a keyboard  
Upbeat Music

26

Dur: 2 secs Shot Description: Over the Shoulder Shot  
Audio: Voiceover of Ralph describing his research on environmental issues  
SFX: Ralph typing on a laptop keyboard  
Upbeat Music

27

Dur: 3 secs Shot Description: Extreme Close-Up  
Audio: Voiceover of Ralph describing his research on environmental issues  
SFX: Person typing on a keyboard  
Upbeat Music

28

Dur: 2 secs Shot Description: Extreme Close-Up  
Audio: Voiceover of Ralph describing his research on environmental issues  
Upbeat Music

29

Dur: 5 secs Shot Description: Panning Shot  
Audio: VO of Ralph describing his eco-friendly lifestyle  
SFX: Bicycle Bell, Birds  
Upbeat Music

30

Dur: 3 secs Shot Description: Extreme Close-Up  
Audio: VO of Ralph describing his eco-friendly lifestyle  
SFX: Paper cup falling into a Bin  
Upbeat Music

31

Dur: 2 secs Shot Description: Panning Shot  
Audio: VO of Ralph describing his eco-friendly lifestyle  
SFX: Gulping Water Bubbles  
Upbeat Music (Cross-Fade)

32

Dur: 3 secs Shot Description: Extreme Close-Up  
Audio: Tense Western Music  
SFX: Footsteps

| Storyboard         |                |          |                  |
|--------------------|----------------|----------|------------------|
| Page 6             |                |          |                  |
| Programme Title    | Waste          | Director | Matthew Williams |
| Production Company | MW Productions | Date     | 03/02/2022       |

41

Dur: 11 secs Shot Description: Over the Shoulder Shot  
Audio: Dialogue - Wilson invites Ralph to celebrate WED with him  
SFX: Birds Chirping  
Slow, happy music

42

Dur: 2 secs Shot Description: Close-Up  
Audio: Ralph's Dialogue: 'I'd love to'  
SFX: Birds Chirping  
Slow, happy music

43

Dur: 3 seconds Shot Description: Two-Shot  
Audio: SFX: Birds Chirping and Chatter (if possible)  
Happy, Emotive Music

44

Dur: 8 seconds Shot Description: Closing Credits  
Audio: SFX: Nature, Birds Chirping  
Happy, Emotive Music

45

Dur: Shot Description: Audio:

46

Dur: Shot Description: Audio:



## Why did I shoot all the dialogue scenes by the Wooden Bench first?

I filmed/recorded the dialogue footage and audio first because this was the most technically challenging video and audio to produce on my shooting list. This is because it required one crew technician to hold the boom pole, another to operate on audio levels and myself to operate on the camera; alongside someone to take photographic evidence of my dialogue-shoot.

By doing this scene first, I was able to ensure that I could easily create a storyline to build and expand upon through post-production. It also gave me less to worry about as the rest of my footage was much easier to film.

## Why did I plan to shoot at King George V Playing Fields in the middle of my Shot List?

For 12/05/2022, I planned to film at King George V first as I felt that fresh air and nature would help to create a nice, pleasant start to filming. Also, it meant that I could film the rest of my footage at college afterwards.

## Why did I film Ralph’s eco-friendly lifestyle last?

I filmed Ralph’s new eco-friendly lifestyle last because it only involved Marton acting out the lifestyle through Ralph’s actions. No dialogue was necessary meaning that I could purely on Marton’s acting on how he performed Ralph’s eco-friendly lifestyle.

By filming this last and a day after starting production, I prevented from rushing and allowed myself time to think about each shot. Filming Ralph’s eco-friendly lifestyle also enabled myself to maintain energy by giving myself a rest/break between filming the dialogue and then filming the rest of my “Waste” short film for my A2 Creative Project.

### Shot List

|                    |                               |
|--------------------|-------------------------------|
| Project            | “Waste” (A2 Creative Project) |
| Type of Project    | Short Film                    |
| Director           | Matthew Williams              |
| Production Company | MW Productions                |
| Date               | 11/05/2022                    |

| Scene | Shot # | Camera Angle           | Framing / Movement | INT / EXT | Filming Location     | Action  | Date of Completion  |
|-------|--------|------------------------|--------------------|-----------|----------------------|---|---------------------|
| 1     | #2     | Two-Shot               | Static             | EXT       | M-Block Wooden Bench | Wilson greets Ralph, asking whether he can sit with him whilst walking towards the Wooden Bench.                              | Shot on 11/05/2022. |
| 1     | #3     | Medium Close-Up        | Static             | EXT       | M-Block Wooden Bench | Ralph lets Wilson sit next to him, saying “Of course not! Go ahead!” when asked if by Wilson if he minds being sat with.      | Shot on 11/05/2022. |
| 1     | #8     | Medium Close-Up        | Static             | EXT       | M-Block Wooden Bench | Ralph laughs teasingly towards Wilson asking whether he will pick up the plastic bottle, claiming “it’s only bit of plastic.” | Shot on 11/05/2022. |
| 1     | #18    | Medium Close-Up        | Static             | EXT       | M-Block Wooden Bench | Ralph grunts and shrugs his shoulders, representing his lack of care towards the environment.                                 | To Be Reshot        |
| 1     | #11    | Medium Close-Up        | Static             | EXT       | M-Block Wooden Bench | Ralph shudders in unease at the thought of the ground being contaminated by plastic.  | To Be Reshot        |
| 1     | #10    | Over the Shoulder Shot | Static             | EXT       | M-Block Wooden Bench | Concerned by what Wilson has just stated about plastic, Ralph asks “What other dangers can plastic create?”                   | Shot on 11/05/2022. |
| 1     | #13    | Over the Shoulder Shot | Static             | EXT       | M-Block Wooden Bench | Ralph inquisitorially asks how Wilson knows so much about plastic pollution.  | Shot on 11/05/2022. |
| 1     | #16    | Over the Shoulder      | Static             | EXT       | M-Block Wooden       | Ralph explains “I’m still not picking it up!”   | Shot on 11/05/2022. |

|   |            |                        |                       |     |                      |  |                     |
|---|------------|------------------------|-----------------------|-----|----------------------|--|---------------------|
|   |            | Shot                   |                       |     | Bench                |  |                     |
| 3 | #40        | Over the Shoulder Shot | Static                | EXT | M-Block Wooden Bench | Ralph tells us about World Environment Day (when it was founded and who by, what its aim is).                        | Shot on 11/05/2022. |
| 1 | #7         | Over the Shoulder Shot | Static                | EXT | M-Block Wooden Bench | Slightly displeased at Ralph throwing a plastic bottle to the ground, Ralph asks “Aren’t you going to pick that up?” | Shot on 11/05/2022. |
| 1 | #9         | Over the Shoulder Shot | Static                | EXT | M-Block Wooden Bench | Wilson describes how plastic degrades into the ground, harming water sources and the ecosystem.                      | Shot on 11/05/2022. |
| 1 | #12        | Over the Shoulder Shot | Static                | EXT | M-Block Wooden Bench | Wilson briefly explains how plastic can affect wildlife, causing starvation and blocked airways.                     | Shot on 11/05/2022. |
| 1 | #14        | Over the Shoulder Shot | Static                | EXT | M-Block Wooden Bench | Wilson describes his job at Eco-Energy – which is how he has gained so much knowledge on plastic pollution.          | Shot on 11/05/2022. |
| 1 | #13        | Over the Shoulder Shot | Static                | EXT | M-Block Wooden Bench | Wilson asks Ralph how much he knows about World Environment Day. He looks on inquisitively and with great curiosity. | Shot on 11/05/2022. |
| 1 | #17<br>#23 | Over the Shoulder Shot | Static                | EXT | M-Block Wooden Bench | Wilson tries encouraging Ralph to be more eco-friendly towards the environment.                                      | To be Reshot        |
| 1 | #19        | Two-Shot               | Static                | EXT | M-Block Wooden Bench | As Wilson leaves to head to work, Ralph shouts “Bye Wilson! See you soon!”   | Shot on 11/05/2022. |
| 3 | #32        | Low Angle              | Static & Slow Zoom In | EXT | M-Block Wooden Bench | Ralph’s feet walk into frame and closer towards the M-Block Wooden Bench, with Wilson sitting on the bench.          | Shot on 12/05/2022. |
| 3 | #33        | ECU                    | Slow Zoom In          | EXT | M-Block Wooden Bench | Ralph’s eyes stare at us to create tension.  | Shot on 12/05/2022. |
| 3 | #37        | Over The Shoulder Shot | Static                | EXT | M-Block Wooden Bench | Ralph describes his new environmentally friendly lifestyle.  | Shot on 11/05/2022. |



# “Waste” Resources List

## Resources List

| Equipment Needed:  | Sourced From:  | Time/Date Required                                     | Reasons for My Choice  | Cost   |
|--|--|--|--|--|
| Office 365 “A5 Package” (an Office 365 package for students) | Microsoft  | 25/04/2022 to 27/05/2022 – 09:00 to 17:00              | this specific package gives you the most apps – making it more creative.                             | £10.60   |
| Actors   | Farnborough College of Technology                      | 11/05/2022, 14:30 – 17:00                              | Actors will help to tell my story on-screen and on audio.  | £398   |
| Total Fees for ALL My Filming Locations                      | Farnborough College of Technology                      | 11/05/2022, 14:30 – 17:00                              | This is to ensure that I gain permissions for filming at each location.                              | 11/05/2022 = £62.25<br>12/05/2022 = £186.75<br>£24.90 p/h for room hire<br>TOTAL COST = £249         |
| Production Crew  | Level 3 Media, Farnborough College of Technology       | 11/05/2022, 14:30 – 17:00<br>12/05/2022, 10:30 – 17:00 | Appropriate crew will help me in successfully producing “Waste” to as high a quality as possible.    | £560<br><i>Boon Operator Day Rate = £200 - £380</i><br><i>Sound Assistant Day Rate = £150 - £180</i> |
| Canon RP   | Technician's Office, Farnborough College of Technology | 11/05/2022, 14:30 – 17:00<br>12/05/2022, 10:30-17:00   | Canon RPs are meant to be industry-standard and have very high-quality imaging.                      | £836.00  |
| TH650  | Technician's Office, Farnborough College of Technology | 11/05/2022, 14:30 – 17:00<br>12/05/2022, 10:30-17:00   | This is so that I can use professional, study and robust grip for balancing my Canon 550D correctly. | £220.00  |
| Boon Pole  | Technician's Office, Farnborough College of Technology | 11/05/2022, 14:30 – 17:00<br>12/05/2022, 10:30-17:00   | This is so that I can balance my NTG2 to prevent it from falling and suffering any damage.           | £99.00   |

|                              |  |  |   |         |
|------------------------------|--|--|---|---------|
| NTG3                         | Technician's Office, Farnborough College of Technology | 11/05/2022, 14:30 – 17:00<br>12/05/2022, 10:30-17:00 | I will use an NTG3 for inputting audio into my H4N Pro. Using an NTG2 will ensure that I maintain a professional quality of audio.  | £449.99 |
| XLR Cable                    | Technician's Office, Farnborough College of Technology | 11/05/2022, 14:30 – 17:00<br>12/05/2022, 10:30-17:00 | An XLR Cable will be used to ensure that the audio goes from the NTG2 and into a H4N Pro, where all audio files will be recorded onto one of my SD Cards.                                       | £3.99   |
| Zoom H4N                     | Technician's Office, Farnborough College of Technology | 11/05/2022, 14:30 – 17:00<br>12/05/2022, 10:30-17:00 | I will be using a Zoom H4NPro to record all audio onto my own SD Card, giving me better control of my audio files.  | £238.00 |
| Clapper                      | Technician's Office, Farnborough College of Technology | 11/05/2022, 14:30-17:00<br>12/05/2022, 10:30-17:00   | I will be using a clapper to ensure that all audio and visuals are synced successfully and professionally.  | £45.00  |
| Leather Jacket               | British Heart Foundation, Camberly                     | 11/05/2022, 14:30-17:00                              | This jacket will be used to stereotype a Ralph that is environmentally unfriendly.  | £18.99  |
| Plastic Water Bottle         | Refectory, Farnborough College of Technology           | 12/05/2022, 10:30-17:00                              | A plastic water bottle will be used to show Ralph's lack of care and awareness towards the environment. This is because he throws the plastic bottle on the floor when he has finished with it. | £5.00   |
| Stainless Steel Water Bottle | Sainsbury's  | 12/05/2022, 10:30-17:00                              | This prop will be used to show Ralph's new ways of living an eco-friendly lifestyle.  | £12.00  |

|                                   |   |   |   |        |
|-----------------------------------|---|---|---|--------|
| Media Starter Kit                 | eStore, Farnborough College of Technology | 25/04/2022 to 27/05/2022 – 09:00 to 17:00 | In my kit, an External Disk Drive will be used for file storage, SD Cards will be used for recordings/filming the files and card readers for transferring my files.         | £50.00 |
| Premiere Post-Production Software | Adobe                                     | 11/05/2022 to 23/05/2022, 09:00 to 17:00  | This is so that I can edit all my files together to a high quality that is industry-standard. This is also so that I can be as creative as possible during post-production. | £32.48 |
| TOTAL COST (PLUS VAT)             |   | £3238.05                                  |   |        |

## Resourced used for “Waste”

For the filming and recording of my dialogue for “Waste”, I decided to use a Canon RP as this is meant to produce a high-quality of footage when used correctly. Based on this ideology, I decided to use this camera model to achieve as high a quality of short film for my A2 Creative Project as possible.

Another new piece of equipment I decided to use was an NTG3 and Boon Pole. This is because I was set to have a three-member crew to help with producing “Waste” which was enough for operating a Boon Pole, XLR Cable and Zoom H4N Pro with. This also allowed me to practise my teamwork and collaboration peers with my peers.



# “Waste” Personnel

## Personnel List

| Job Role                               | Personnel Name:                                       | Contact Details:  | Reasons for Choosing the Personnel:  |
|--|---|---|--|
| Research Analyst                       | Matthew Williams                                      | <a href="mailto:20221381@farn-ct.ac.uk">20221381@farn-ct.ac.uk</a>  | I want to independently do my own research to gain an understanding of what I am raising awareness of, and how to do it. This is also to cater the research towards the aims and objectives of “Waste”.                    |
| Idea Generation                        | Matthew Williams                                      | <a href="mailto:20221381@farn-ct.ac.uk">20221381@farn-ct.ac.uk</a>  | This is so that I can experiment and be creative with the options possible for how I create “Waste”.   |
| Feedback Panel for my Primary Research | This information is confidential for privacy reasons. | This information is confidential for privacy reasons.   | I have chosen people between 16 and 25 due to them aspiring to an eco-friendly lifestyle. I have also chosen people between 35 and 50 and parents may use the FCO website to look for schools/colleges for their children. |
| Scriptwriter                           | Matthew Williams                                      | <a href="mailto:20221381@farn-ct.ac.uk">20221381@farn-ct.ac.uk</a>  | This is so that I can cater my audio and mise-en-scene to want I want to achieve from my short film; and to develop a structured Narrative.  |
| Pre-Production                         | Matthew Williams                                      | <a href="mailto:20221381@farn-ct.ac.uk">20221381@farn-ct.ac.uk</a>  | This is so that I can expand upon my ideas and successfully practise communication, negotiation etc. skills to plan the “Waste” production.  |
| Casting Director/s                     | Matthew Williams                                      | <a href="mailto:20221381@farn-ct.ac.uk">20221381@farn-ct.ac.uk</a>  | This is to control who appears in “Waste” and is also because Performing Arts are unavailable for using for my A2 Creative Project.  |
| Cast                                   | Marton Andras Ash Strachan-Buckley                    | Marton = <a href="mailto:20231474@farn-ct.ac.uk">20231474@farn-ct.ac.uk</a><br>Ash = <a href="mailto:20213937@farn-ct.ac.uk">20213937@farn-ct.ac.uk</a> | Marton can cycle and is usually happy to volunteer for most media productions.   |
| Crew                                   | Ryan Davies Mars Taylor                               | Ryan = <a href="mailto:20228841@farn-ct.ac.uk">20228841@farn-ct.ac.uk</a>   | This is so that I can train Ryan in using ADR and because Marton is good at using a Clapper.   |
|  |   | Mars = <a href="mailto:20237309@farn-ct.ac.uk">20237309@farn-ct.ac.uk</a>   |  |
| Editor                                 | Matthew Williams                                      | <a href="mailto:20221381@farn-ct.ac.uk">20221381@farn-ct.ac.uk</a>  | This is because I know what I want my storyline to look like, and so that I can create a Final Cut of “Waste” that is original to myself.  |
| Post-Production Panel                  | This information is confidential for privacy reasons. | This information is confidential for privacy reasons.   | I will be using a “Post-Production Panel” to gain feedback, which will then be incorporated into my “Waste” post-production to improve the rough cuts/final cuts of my media production.                                   |

## Updating My Personnel List


A day before filming on 10/05/2022, crew member Ryan Davies notified me that he was unavailable to help me with the production of “Waste” on 11/05/2022. So, Ash contacted two of his friends instead to help with audio recording whilst I focused on camera operating.

This change is reflected through the Personnel List as shown:

|                                   |  |   |   |
|-----------------------------------|--|---|---|
| Boon Operators / Sound Assistants | <ul style="list-style-type: none"> <li>Indigo Anderson-Allen</li> <li>Kayden Southern</li> </ul> | Indigo = <a href="mailto:20227247@farn-ct.ac.uk">20227247@farn-ct.ac.uk</a> | Only Inigo and Kayden helped me with my “Waste” production as Mars had to attend a meeting the last minute, and Ryan was busy |
|                                   | <ul style="list-style-type: none"> <li>Mars Taylor</li> </ul>                                    | Mars = <a href="mailto:20237309@farn-ct.ac.uk">20237309@farn-ct.ac.uk</a>   | shooting his own A2 Creative Project.   |

## Talent Release Forms

Before filming/recording, I ensured that I had signed and signed permissions for filming each cast member from the said cast being filmed/recorded. This is so that I could legally achieve the right to film my cast – preventing me from capturing anyone not meant to be on film or against their permission. This helped to make my media production of “Waste” as ethical as possible.




TALENT RELEASE

I, Ashton Strachan-Buckley understand there is a visual/audio recording being taken of me on this date 11/05/2022. I hereby assign and authorise the producer Matthew Williams the right (All Rights) in and to such visual/audio recording. I also authorise said producer, without limitation, the right to reproduce, copy, exhibit-publish or distribute any such video, and waive all rights or claims I may have against your organisation and/or any of its Affiliates, Subsidiaries, or Assignees other than as stated in this agreement.

Signature of Talent: [Signature] Date: 10/05/2022

Signature of Producer(s): Matthew Williams Date: 10/05/2022



TALENT RELEASE

I, Marton Andras understand there is a visual/audio recording being taken of me on this date 10th May. I hereby assign and authorise the producer Matthew Williams the right (All Rights) in and to such visual/audio recording. I also authorise said producer, without limitation, the right to reproduce, copy, exhibit-publish or distribute any such video, and waive all rights or claims I may have against your organisation and/or any of its Affiliates, Subsidiaries, or Assignees other than as stated in this agreement.

Signature of Talent: [Signature] Date: 09/05/2022

Signature of Producer(s): Matthew Williams Date: 09/05/2022

## Creating a Group Chat

For filming/recording my dialogue cinematography, I created a group chat called ““Waste” Short Film – A2 Creative Project’. Gave it this name to make it easy to find and accessible.

I created this group chat to communicate to all my production team and cast at the same time when necessary. This proved especially helpful for sharing thoughts, ideas and suggestions. It also proved helpful for solving problems promptly and effectively. Furthermore, I was able to effectively communicate when/where my “Waste” production would be produced.

- On the day of filming, meet me at ETC 12A, for 14:30 (times may be liable to change).
- Ashton Strachan-Buckley - You are playing someone who cares about the environment so will need you to wear green clothing.
- Ryan Davies, HARLEY TAYLOR - Please may you agree on which one of you will take photographic evidence (behind the scenes content) for my “Waste” A2 Creative Project.

 If anyone has any issues which need to be dealt with, please contact me ASAO. Many thanks for reading this message.

[Final Draft of my 'Wast...](#)
[Final Draft of 'Waste' S...](#)
[Final Draft of my 'Wast...](#)

[MW Productions Call S...](#)

**HARLEY TAYLOR** 09/05 09:54  
 where is king george v costa coffee  
 because i dont think it exists

**Marton Andras** 09/05 09:58  
 Its inside the college, the library upstairs area.  
 cheese building





## Switching from the M-Block Wooden Bench to The Cedar Courtyard

When filming on 11/05/2022, I had originally planned to film at a set of wooden benches by M-Block as the greenery their related to the environment and World Environment Day. However, I did not film here on that day due to torrential rain.

So, I filmed in The Cedar Courtyard instead as it has greenery to relate to nature, but also has sheltered area to prevent water damage to the filming/audio recording equipment.

In this page, you can see a Risk Assessment for both locations:

| LOCATION RECCE  |  |   |   |
|---|--|---|---|
| Prepared by   | Matthew Williams   | Date  | 04/05/2022  |
| Location Details  | The Wooden Bench is opposite M-Block and by a car park.  |   |   |
| Scene/Purpose of filming  | In this location, Wilson introduces Ralph to plastic pollution and World Environment Day through a shot-reverse-shot conversation scene. |   |   |
|  |  |  |   |
| Site Contact Name   | Josh Sparkes   | Site Address  | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB   |
| Contact telephone   | 01252 407261   | Point of access   | From Sycamore Road: Walk past the gates and sign into Reception. Walk past the UCF and around the campus building.<br>From Boundary Road: Turn right and continue straight down until reaching a set of wooden benches. |

|                    |   |                            |  |
|--------------------|---|----------------------------|--|
| Permissions        | I have permissions to film here from Josh Sparkes.  | Availability               | The wooden benches are available for filming at for 12/05/2022.  |
| Points of Interest | I want to focus on the middle wooden benches as they have the most greenery by them and will enable me to do a wider range of cinematography. | Suitability/Possible shots | <ul style="list-style-type: none"> <li>Two Shot – Ralph and Wilson interact with each other.</li> <li>Over the Shoulders Shots – Character interactive between Ralph and Wilson,</li> <li>Close Ups – Facial Expressions per character.</li> </ul> |
| Safety Issues?     | Please refer to Risk Assessment   | Electricity Supply         | There is no electricity supply other than the pre-charged batteries which I will take with me.   |
|                    |   | Sunlight                   | It is meant to be very sunny on 12/05/2022.  |
|                    |   | Windows                    | The wooden benches look at M-Block which has glass walls.  |
|                    |   | Noise                      | Noise may be generated by passing vehicles or overhead aircraft.   |

| Hazard          | Description of Hazard  | Who does it affect?                            | Risk Level (Low/Med/High) | Measures  |
|-----------------|--|--|---------------------------|---|
| Weather         | Sleet, rain, snow, strong winds, snow, hail, storms and/or thunder could damage the equipment. This is because certain weather could erode the equipment.  | This affects all personnel on the filming set. | High                      | The weather forecast will be checked before filming/recording. If there is severe weather, then filming/recording MUST stop immediately, and all equipment MUST be moved to the shelter by the glass wall.  |
| Slips and Trips | This refers to slippery ground or objects that could become a trip-hazard. For instance, someone could drop litter causing someone to trip over it; or severe rain from the night before could make the ground slippery. | This affects everyone on the filming set.      | High                      | The weather forecast will be used to predict possible trip hazards. Appropriate measures will be taken based on this.<br><br>If there is extreme weather before filming/recordings, then filming/recording will be postponed until the weather conditions become drier/less slippery. |
| Vehicles        | The wooden bench is next to a car park and is under the flight path. This creates risk due to there being vehicles and a risk of collision.  | This affects everyone on the filming set.      | High                      | Filming will occur away from the vehicles. Any vehicles registrations that are caught on film will be blurred out using the Dodge Tool.<br><br>To prevent any risk of vehicle collision, filming will occur away from the car park.   |
| Noise           | Cars from the adjacent car park and aircraft on the flight path could generate too much noise. This could distract crew and cast.  | This affects all personnel on the filming set. | Medium                    | All filming/recording will stop when any vehicles pass by to prevent capturing background noise. To ensure that there is not too much noise, filming will only occur when there are no passing vehicles in the car park or overhead.  |

### RISK ASSESSMENT

| Permissions and Project Information   |  |                  |                                    |
|---|--|------------------|------------------------------------|
| Prepared By   | Matthew Williams   | Prepared On      | 05/05/2022                         |
| Location Required   | Wooden Bench, M-Block  | Location Address | Boundary Rd, Farnborough, GU14 6SB |
| Event/Activity  | I will be using this location to film Ralph and Wilson discussing the environment. |                  |                                    |
| Production Title  | Waste  |                  |                                    |
| Production Type   | Short Film (for my A2 Creative Project)  |                  |                                    |
| Director  | Matthew Williams   |                  |                                    |
| Signature and Contact Details of Assessor: 1  |  |                  |                                    |
| Signature: Matthew Williams<br>Name (PRINTED): MATTHEW WILLIAMS<br>Date: 05/05/2022<br>Email: <a href="mailto:20221381@farn-ct.ac.uk">20221381@farn-ct.ac.uk</a><br>Telephone: 07538 567954 |  |                  |                                    |
| *ACCEPTANCE – I am happy with the measures put into place and will allow the following activity to proceed:   |  |                  |                                    |
| Signature: Josh Sparkes<br>Name (PRINTED): JOSH SPARKES<br>Date: 05/05/2022<br>Email: <a href="mailto:jsparkes@farn-ct.ac.uk">jsparkes@farn-ct.ac.uk</a><br>Telephone: 01252 407261         |  |                  |                                    |

| Hazards                          |     |                                    |     |   |     |
|----------------------------------|-----|------------------------------------|-----|---|-----|
| Environmental                    | Y/N | Personnel Related                  | Y/N | Other                                       | Y/N |
| Fire Building Safety             | N   | Allergic Reactions                 | N   | Food Hygiene                                | N   |
| Poor Accessibility               | N   | Disease / Illness                  | N   | Lack of Food or Water                       | N   |
| Access / Doorway                 | N   | Anxiety / Stress / Psychological   | N   | Equipment Damage                            | N   |
| Lack of Permissions              | N   | Physical Exertion                  | N   | Damage to Local Surroundings                | Y   |
| Poor Lighting                    | N   | Lifting Equipment                  | Y   | Electricity (including portable appliances) | N   |
| Weather                          | Y   | Static Body Posture                | N   | Lighting Equipment                          | N   |
| Slips and Trips                  | Y   | Lack of Food and Water             | N   | Lack of Power Supplies                      | N   |
| Cold or Hard Surfaces            | Y   | Fatigue                            | Y   |   |     |
| Office Equipment or Obstructions | N   | Hypothermia / Exposure to the cold | N   |   |     |
| Vehicles                         | N   | Special Needs and Disabilities     | N   |   |     |
| Audience Control                 | Y   | Risk of Collision                  | N   |   |     |
| Noise                            | Y   |                                    |     |   |     |
| Animals                          | Y   |                                    |     |   |     |

|                    |   |  |        |   |
|--------------------|---|--|--------|---|
|                    |   |  |        | To ensure that I do not get too much background noise, I will be creating an ADR system so that I can have professional, high-quality audio recorded onto a Zoom H4N Pro and onto my SD Card. This will enable me to gain professional and high-quality audio recordings.   |
| Poor Accessibility | The wooden bench is on top of a mound. This could make it hard for personnel to access the M-Block Wooden Bench because it results in uneven ground levels. | This affects all personnel on the filming set. | Medium | Equipment will be carried by everyone slowly and carefully. Furthermore, equipment MUST be distributed evenly by all personnel and only one-person at a time can go up the upwards slope in front of the M-Block Wooden Bench.<br><br>Each personnel with a piece of equipment MUST go up the slope leading to the Wooden Bench carefully, and slowly at all times to prevent themselves from tripping and consequently damaging the equipment. |



# Location Research: Cedar Courtyard

## RISK ASSESSMENT

| Permissions and Project Information   |  |                  |                                    |
|---|--|------------------|------------------------------------|
| Prepared By   | Matthew Williams   | Prepared On      | 11/05/2022                         |
| Location Required   | Cedar Courtyard, Farnborough College of Technology   | Location Address | Boundary Rd, Farnborough, GU14 7EL |
| Event/Activity  | I will be using this location to film and record the dialogue between Ralph and Wilson for my "Waste" short film, as part of my A2 Creative Project. This location will be used if I cannot use the M-Block Wooden Bench due to severe weather (such as rain, hail, sleet, snow, strong winds, lightning/thunder etc.) |                  |                                    |
| Production Title  | "Waste" (A2 Creative Project)  |                  |                                    |
| Production Type   | Short Film   |                  |                                    |
| Director  | Matthew Williams   |                  |                                    |
| Producer  | Matthew Williams   |                  |                                    |
| Signature and Contact Details of Assessor 1   |  |                  |                                    |
| Signature: Matthew Williams   |  |                  |                                    |
| Name (PRINTED): MATTHEW WILLIAMS  |  |                  |                                    |
| Date: 11/05/2022  |  |                  |                                    |
| Email: <a href="mailto:20221381@farn-ct.ac.uk">20221381@farn-ct.ac.uk</a>                                   |  |                  |                                    |
| Telephone: 07338 567954   |  |                  |                                    |
| *ACCEPTANCE – I am happy with the measures put into place and will allow the following activity to continue |  |                  |                                    |
| Signature: Josh Sparkes   |  |                  |                                    |
| Name (PRINTED): JOSH SPARKES  |  |                  |                                    |
| Date: 11/05/2022  |  |                  |                                    |
| Email: <a href="mailto:jsparkes@farn-ct.ac.uk">jsparkes@farn-ct.ac.uk</a>                                   |  |                  |                                    |
| Telephone: 01252 515262   |  |                  |                                    |

| Hazards                          |     |                                    |     |   |     |
|----------------------------------|-----|------------------------------------|-----|---|-----|
| Environmental                    | Y/N | Personnel Related                  | Y/N | Other                                       | Y/N |
| Fire Building Safety             | N   | Allergic Reactions                 | Y   | Food Hygiene                                | Y   |
| Poor Accessibility               | N   | Disease / Illness                  | Y   | Lack of Food or Water                       | N   |
| Access / Doorway                 | N   | Anxiety / Stress / Psychological   | N   | Equipment Damage                            | N   |
| Lack of Permissions              | N   | Physical Exertion                  | N   | Damage to Local Surroundings                | Y   |
| Poor Lighting                    | N   | Lifting Equipment                  | Y   | Electricity (including portable appliances) | N   |
| Weather                          | Y   | Static Body Posture                | N   | Lighting Equipment                          | N   |
| Slips and Trips                  | Y   | Lack of Food and Water             | N   | Lack of Power Supplies                      | Y   |
| Cold or Hard Surfaces            | Y   | Hypothermia / Exposure to the cold | N   | Collision                                   | N   |
| Office Equipment or Obstructions | N   | Special Needs and Disabilities     | N   | Theft                                       | Y   |
| Vehicles                         | N   |                                    |     |   |     |
| Audience Control                 | Y   |                                    |     |   |     |
| Noise                            | Y   |                                    |     |   |     |
| Animals                          | Y   |                                    |     |   |     |

| Hazard          | Description of Hazard   | Who does it affect?   | Risk Level (Low/Med/High) | Measures   |
|-----------------|---|---|---------------------------|--|
| Weather         | Severe weather (such as rain/hail/sleet/snow/strong winds/thunder and lightning etc.) could cause damage to the equipment and could also cause fatigue, hypothermia or overheating to any personnel on-site depending on the weather conditions.  | This affects all personnel on-site and the media kit being used to produce "Waste". | High                      | All filming/recording will be done under the tents if there is severe rain. In the case of severe weather, all equipment MUST be de-rigged and kept under shelter and must not be left open to the weather as this could cause damage to the equipment.<br><br>Filming/recording will also need to be well-planned for any occasion, and prompt in any severe weather with all personnel helping to keep all filming/recording equipment as safe as possible.  |
| Slips and Trips | Dropped food, litter or icy/wet weather conditions before filming could make the ground slippery – causing anyone in the Cedar Courtyard to lose balance and injure themselves. This also a risk because the ground is very hard – which could cause severe injury if there is a trip-hazard on-set | This affects all personnel on-site and the media kit being used to produce "Waste". | Medium                    | All personnel will walk to the location on the paths and will not jump onto the raised ground of the Cedar Courtyard – especially if that personnel is carrying equipment. The filming location will also be inspected again before filming to check the weather conditions, and to check for any slips and trips (such as wet surfaces or litter). Any litter will also be placed into a bin immediately using a pair of clean gloves to reduce poor hygiene. |

|                  |   |   |        |  |
|------------------|---|---|--------|--|
| Audience Control | The Cedar Courtyard is used by many students and staff to relax, spend time with friends and for drinking eating snacks. The location is also beside the Mall – which is used for commuting between lessons.<br><br>This makes it harder to film my cast without getting other students and staff on set. This is a hazard because some people may not be allowed on film or audio. | This affects cast, crew, and anyone on or near the Cedar Courtyard. | Medium | All filming will occur away from the Mall because it is often used by students/staff for commuting between lessons. Any filming/recording MUST stop immediately if anyone is caught on film or audio. If anyone is caught on audio or film by accident, they must sign a Talent Release Form on-set to gain their permission to be caught on film.   |
| Noise            | Due to the planes landing/taking-off at Farnborough Airport nearby and the Cedar Courtyard being used by all students/staff at Farnborough College of Technology, a lots of noise is generated in the Cedar Courtyard.  | This affects everyone on the filming-set.                           | Low    | All filming/recording will stop when a plane flies overhead as they will overpower and possibly distort the audio recording. Filming/recording will also stop if people are being too noisy in the background.<br><br>If there is too much noise from people nearby, I or a team member of "Waste" will approach them politely and gently ask them to be quieter and explain that there is audio recording/filming occurring in the Cedar Courtyard. |

## LOCATION RECCE

|   |  |                 |   |
|---|--|-----------------|---|
| Prepared by   | Matthew Williams   | Date            | 10/05/2022  |
| Location Details  | This location has circular wooden tables with benches hugging onto them, a brick path and greenery. All of it is on a bed of slightly raised ground with the Mall running along the outside of the Cedar Courtyard. The Cedar Courtyard is also surrounded by M-Block, the Hair and Beauty Salon, Q-Block and the Merging Technology Centre. |                 |   |
| Scene/Purpose of filming  | I plan to use this location for shoot the dialogue between Ralph and Wilson. This scene will be used as a backup-location for if the wooden benches facing M-Block fall through.   |                 |   |
|  |    |                 |   |
| Site Contact Name   | Josh Sparkes   | Site Address    | Boundary Rd, Farnborough, GU14 6SB  |
|   | 01252 407261   |                 | Sign into "Reception" by entering the college suite from Sycamore Road. Then go to your right, followed by another right and past the UCF (pale yellow building). Turn left and into the building in front, continue walking down until you reach the first of two courtyards, you will then arrive at the Cedar Courtyard. |
| Contact telephone   |  | Point of access |   |

|                    |  |                            |   |
|--------------------|--|----------------------------|---|
| Permissions        | I have permission not film here from Josh Sparkes.   | Availability               | This location is available for filming/recording from Mondays to Fridays, 09:00 to 17:00.   |
| Points of Interest | I want to film by a wooden bench so that I can film/record the interaction between Ralph and Wilson. | Suitability/Possible shots | <ul style="list-style-type: none"><li>Two Shot – Ralph sits next to Wilson, interaction between Ralph and Wilson</li><li>OTS – Interaction Between Ralph and Wilson</li><li>Med CU – Interaction Between Ralph and Wilson, Ralph drops his plastic bottle onto the ground</li><li>Low Angle – Plastic Bottle falls to the ground.</li></ul> |
| Safety Issues?     | Please refer to Risk Assessment  | Electricity Supply         | There are no plug-in points in the Cedar Courtyard. All media kit will have been pre-charged and will also be supplied with spare batteries upon hiring it.   |
|                    |  | Sunlight                   | There may be some sunlight as the weather is forecast to be sunny on 11/05/2022.  |
|                    |  | Windows                    | There are some windows looking into the M-Block Classrooms. The WTC also has glass-paned walls.   |
|                    |  | Noise                      | There may be some noise from students/staff passing by and planes overhead.   |

|              |   |   |        |   |
|--------------|---|---|--------|---|
| Food Hygiene | Some people use the Cedar Courtyard for eating/drinking. Any food could cause a trip-hazard or could accidentally meet with the equipment used for producing "Waste". This could damage the kit, especially if it meets with moist foods or drinks.<br><br>Furthermore, poor food hygiene could lead to allergic reactions or illness for my personnel involved with producing "Waste". | This affects all personnel on-site and the media kit being used to produce "Waste".                 | Medium | All food and drink must be consumed away from ALL equipment used in the production of "Waste" – any mess left by food must be cleared as soon as possible by the person responsible for its (this mainly applies to if that mess is on any equipment being used for "Waste").<br><br>As filming is on a Wednesday afternoon, there will be no food/drink breaks unless it is absolutely necessary.  |
| Theft        | Because the Cedar Courtyard is used by most people in the college for relaxation, this location makes the filming/recording kit more vulnerable to theft. This could affect the safety of the equipment used for producing "Waste" and would affect all personnel involved because we would no longer have anything to produce "Waste" with.  | This affects everyone on/nearby the filming set alongside the equipment used for producing "Waste". | Low    | There must be someone with the equipment AT ALL TIMES to watch over it. All theft must be reported to both the director and technicians' office as soon as possible and all personnel must secure new equipment is anything stolen cannot be found.<br><br>In the case of theft, all personnel must be honest and give accurate information relating to the theft. It is also their duty to look out for the equipment on the coming days or week of any theft that occurs whilst producing "Waste" |

|                   |  |   |      |   |
|-------------------|--|---|------|---|
|                   | This could risk the background noise from being too loud or could distract other personnel.  |   |      |   |
| Lifting Equipment | For producing "Waste", I am using a lot of equipment due to using a camera-system and an ADR Audio-Recording System.<br><br>This makes carrying bulky the equipment heavy, strenuous, and tiring for myself alone. Carrying such a load could cause injury or harm – which is why I am trying to use as many people as possible to help me with managing my kit.<br><br>Furthermore, the Boon Pole requires a someone with strong arms to hold it correctly. This means that a lack of crew may cause me to postpone filming/recording all dialogue for "Waste" due to the amount of equipment involved for "Waste". | This affects all personnel and equipment involved with producing "Waste". | High | I will have at least three crew members to help with operating on the Boon Pole and sound mixing on the Zoom H4N Pro.<br><br>All kit will also be evenly distributed when carried on/off my filming location.<br><br>The person holding the Boon Pole will need to have strong arms in order to participate. Meanwhile, the Sound Mixer will be responsible for checking the audio levels and recording when required. Both 1 (the camera operator) and Sound Mixer will communicate to check the audio levels and that the Boon's positioning gets the best quality audio without getting in-frame |



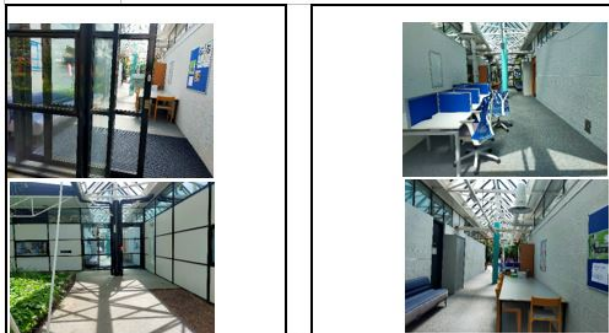
## Important Notice for viewing my Risk Assessments

In total, I did a total of 9 Risk Assessment but have chosen to provide samples from three different filming location. Now that you have looked at Risk Assessments for the Wooden Bench and Cedar Courtyard, here are final samples of a Risk Assessment that I did for M-Block.

## Using the M-Block Corridor to show Ralph Researching

I used M-Block so that I could show Ralph researching environmental issues. This is because this location has lots of classroom and could thus be scene as a place of study. This is also because I felt that the location's colour would make the shots there look more appealing, modern and because this location has a nice, bright atmosphere for filming at. This shows an uplifting tone which matches with Ralph changing his ways for the better.

### LOCATION RECCE

|  |   |                 |   |
|--|---|-----------------|---|
| Prepared by  | Matthew Williams  | Date            | 05/05/2022  |
| Location Details   | This section of M-Block is a wide corridor with a row of chairs table at the back. A t the front is another set of chairs/tables and a long sofa.         |                 |   |
| Scene/Purpose of filming   | The purpose of filming here is to show Ralph researching environmental issues due to guilt over how he has been uncaring towards the natural environment. |                 |   |
|  |   |                 |   |
| Site Contact Name  | Josh Sparkes  | Site Address    | Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB   |
| Contact telephone  | 01252 407261  | Point of access | Sign into Reception, go straight past the UCF (a big yellow building that looks like to wedges of cheese). Turn to your left when you pass the entrance to the next building and continue into the Foyer and down the Mall. Turn left when reaching the next courtyard (the Cedar Courtyard) and straight into M-Block. |

|                    |  |                            |   |
|--------------------|--|----------------------------|---|
| Permissions        | I have permission to film here from Josh Sparkes.  | Availability               | This filming set is available for use from Mondays to Fridays, 09:00 to 17:00.  |
| Points of Interest | I want to use the white table and chairs as it would help to show Ralph being studios without covering his face. | Suitability/Possible shots | <ul style="list-style-type: none"> <li>• <b>Long Shot</b> – Ralph researching environmental issues on a laptop.</li> <li>• <b>Over the Shoulder</b> – Ralph researching environmental issues on a laptop, may also experiment with a Word Document containing notes on environmental issues.</li> <li>• <b>ECU</b> – Mind Map of Environmental Issues.</li> </ul> |
| Safety Issues?     | <i>Please refer to Risk Assessment</i>   | Electricity Supply         | <b>The facility has some plug-switches and is home to the technicians' office. Spare batteries will be provided for filming either way.</b>   |
|                    |  | Sunlight                   | <b>Sunlight will get in through the windows and double doors.</b>   |
|                    |  | Windows                    | <b>The entrances into M-Block are glass double-doors.</b>   |
|                    |  | Noise                      | <b>All camera-audio will be replaced with relevant SFX.</b>   |



# M-Block Risk Assessment

## RISK ASSESSMENT

| Permissions and Project Information  |   |                  |                                    |
|--|---|------------------|------------------------------------|
| Prepared By  | Matthew Williams  | Prepared On      | 05/05/2022                         |
| Location Required  | M-Block, Farnborough College of Technology  | Location Address | Boundary Rd, Farnborough, GU14 6SB |
| Event/Activity   | I plan to use a corridor in M-Block to show Ralph researching environmental issues. |                  |                                    |
| Production Title   | Waste   |                  |                                    |
| Production Type  | Short Film (A2 Creative Project)  |                  |                                    |
| Director   | Matthew Williams  |                  |                                    |
| Signature and Contact Details of Assessor 1  |   |                  |                                    |
| Signature: Matthew Williams<br>Name (PRINTED): MATTHEW WILLIAMS<br>Date: 07/05/2022<br>Email: <a href="mailto:20221381@farn-ct.ac.uk">20221381@farn-ct.ac.uk</a><br>Telephone: 07538 567954  |   |                  |                                    |
| *ACCEPTANCE – I am happy with the measures put into place and will allow the following activity to proceed:<br><br>Signature: Josh Sparkes<br>Name (PRINTED): JOSH SPARKES<br>Date: 07/05/2022<br>Email: <a href="mailto:jsparkes@farn-ct.ac.uk">jsparkes@farn-ct.ac.uk</a><br>Telephone: 01252 407261 |   |                  |                                    |

| Hazards                          |     |                                  |     |   |     |
|----------------------------------|-----|----------------------------------|-----|---|-----|
| Environmental                    | Y/N | Personnel Related                | Y/N | Other                                       | Y/N |
| Fire Building Safety             |     | Allergic Reactions               |     | Food Hygiene                                |     |
| Poor Accessibility               | N   | Disease / Illness                | N   | Lack of Food or Water                       | N   |
| Access / Doorway                 | N   | Anxiety / Stress / Psychological | N   | Equipment Damage                            | N   |
| Lack of Permissions              | N   | Physical Exertion                | N   | Damage to Local Surroundings                | Y   |
| Poor Lighting                    | N   | Lifting Equipment                | Y   | Electricity (including portable appliances) | N   |
| Weather                          | Y   | Static Body Posture              | N   | Lighting Equipment                          | N   |
| Slips and Trips                  | Y   | Lack of Food and Water           | N   | Lack of Power Supplies                      | N   |
| Cold or Hard Surfaces            | Y   | Special Needs or Disabilities    |     |   |     |
| Office Equipment or Obstructions | N   |                                  |     |   |     |
| Vehicles                         | N   |                                  |     |   |     |
| Audience Control                 | Y   |                                  |     |   |     |
| Noise                            | Y   |                                  |     |   |     |
| Animals                          | Y   |                                  |     |   |     |

| Hazard           | Description of Hazard   | Who does it affect?  | Risk Level (Low/Med/High) | Measures  |
|------------------|---|--|---------------------------|---|
| Confined Spaces  | The amount of office equipment creates limited space in the area of M-Block that I want to use for filming. This could lead to trip-hazards, claustrophobia, overcrowding and could also limited the variety of camera shots/angles/movements hat I film on my filming set. | This affects everyone on the filming set. This is because everyone uses the M-Block Corridor.  | High                      | Filming my Long-Shot will be done on the opposite end to where my actor will be. This will create more space for filming, allowing me to film a wider variety of camera shots.<br><br>Filming MUST NOT be done facing a wall, as this would create an obstruction and block the public from freely moving through the corridor that I intend to use in M-Block.<br><br>Any obstructing equipment that limits space will be moved accordingly providing that I have permission to do so. |
| Office Equipment | The area of M-Block that I plan to use has chairs, tables, and a long sofa. This creates limited space, making it harder to catch certain shots from further away or certain positions.   | This affects all personnel on the filming set as it affects the space for filming.<br><br>It also affects anyone within the filming set as too much office equipment will make it harder to move through the m-Block Corridor. | Medium                    | Any obstructing equipment will be moved if possible, providing that I have permission to move it.<br><br>If there are too many chairs and tables, then I will relocate to N-Block as this location also has chairs and tables which are modern and contemporary, as well as computers which could be used to show Ralph researching environmental issues.   |

|                     |  |  |     |   |
|---------------------|--|--|-----|---|
| Audience Control    | This refers to how I control who appears on film and audio. This is a hazard because some people may not be allowed to be caught on film due to certain health and safety reasons. Furthermore, some people may feel uncomfortable being caught on film. | This affects everyone on the filming set as M-Block is used regularly by students and staff.                                 | Low | I will only film/record during lesson times and will be pointing my camera away from those that are not intended to be captured on film.<br><br>All filming/recording must stop immediately if there is risk of someone being caught on film or audio. All personnel will also be allowed to warn anyone that is too loud or in the way camera that there is filming taking place.<br><br>Anyone that is accidentally captured on film/audio will be required to sign a Talent Release Form as soon as possible.  |
| Static Body Posture | This refers to keeping the same posture for a long period. This could cause cramps or muscle strain towards Marton (wo is playing Ralph).  | This affects Marton because he will be performing from a static body posture for most of the filming shoot.                  | Low | All talent and crew will have regular breaks/rests to prevent fatigue for a few minutes.<br><br>They will be recommended to bring water, and comfy clothing with them providing that is does not ruin the continuity of my "Waste" short film.<br><br>All cast will be free to say whether they are getting tired to ensure that I can take these steps.  |
| Slips and Trips     | The chair/table legs for where I want to film in M-Block could cause a trip hazard; especially because the chairs have wheels, making them easy to move. Ts could lead to injury and harm for the people affected by this trip-hazard.                   | This affects everyone on the filming set. This is because the corridors in M-Block are used regularly by students and staff. | Low | All chairs will be tucked under to prevent any trip-hazards from being present providing that I have permission to do so. If there are too many trip-hazards that cannot be removed, then filming will be relocated to a safer location with less trip-hazards and will be postponed until further notice.<br><br>Any harm or injury caused by trip-hazards will cause all filming to be postponed And All kit to be de-rigged immediately. Ater returning the kit. Medical assistance will be provided to the harmed/injured personnel-member as soon as possible. Any filming with Marton will be resumed only when myself and/or Marton are fit to film.<br><br>Any litter will also be placed into a bin accordingly. |



# Location Release Forms

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## Location Release Form

This Location Release confirms the agreement between Matthew Williams ("Producer") and David Clifford ("Owner") in which they have agreed to make the location available to the Producer.

DATE: 05/05/2022  
NAME ("Producer"): Matthew Williams  
NAME ("Owner"): Rushmoor Borough Council (David Clifford)  
ADDRESS OF PROPERTY: 12.5 Sycamore Rd, Farnborough GU14 6RF

Owner thus grants to the Matthew Williams ("Producer"), their respective crew members and other team personnel required for the film production (collectively "the Released Parties"), receipt of which is by means of this acknowledged, permission to access, enter upon, and use the Property identified above for the purpose of photographing and recording certain scenes being produced by Matthew Williams ("Producer") of the Waste ("Project") on 12/05/2022 (date), as well as in connection with any "behind the scenes" recordings taped, filmed, recorded and/or otherwise produced by Matthew Williams ("Producer"), with regard to the "making of" the Project during production. Furthermore, permission to remain on the Property during the agreed time where the time of access may be prolonged by the Owner if there are changes in the production schedule or else.

This agreement includes the permission to take motion pictures, videotapes, still photographs and/or sound recordings of any and all portions of the Property and all names associated therewith or which appear in, on or about the Property. All physical embodiments of filming, recording and photography on the Property shall hereinafter be known as the "Materials." All materials remain in the copyright of the Producer or the Released Parties and Owner agrees with release of all these materials on any social media channels and other distribution channels.

Owner irrevocably grants to Producer and the Released Parties all rights of every kind to the Materials including the right to distribute the Materials globally, in any and all languages, an unlimited number of times, and in any and all media, now known or invented. Also, advertising and promotional purposes including copyright; in the Materials shall be and remain vested in Producer and/or the Released Parties. In no manner limiting the foregoing, Producer and the Released Parties shall have the perpetual right to edit, dub, subtrack from, add to or modify the

Materials in any way, combine the Materials with any other material and/or incorporate it into other types of media.

Owner, according to this agreement, waives any right of inspection or approval of the appearance of the Property in the Materials, and the uses to which such appearance and/or the Materials may be put.

Property includes not only real property but buildings, estate, nature, any fixtures, equipment or other personal property, located at the aforementioned address, with personnel and equipment (including without limitations, props, temporary sets, lighting, camera and special effects equipment) for the purpose of photographing scenes and making recordings of said Property in connection with the production on the agreed date.

Producer and all the Released Parties may set all necessary facilities, equipment and accessories on the Property and agree to remove same after completion of work and leave the property in as good of condition as when received. Producer and all the Released Parties will use reasonable care to prevent damage to said Property.

Owner shall have any right of action against the Released Parties or any other party arising out of the production (including without limitation trespass to real or personal property and/or invasion of privacy) or any use of said Materials whether or not such use is, or may be deemed to be, defamatory, untrue or censorable in nature. In no manner limiting the foregoing, Owner will be entitled to equitable or injunctive relief in conjunction with any claim or action of any kind against the Released Parties.

This agreement also grants all rights of all surroundings, including exterior and interior, and every nature whatsoever to all films and photographs taken and recordings made, including without limitation of all copyrights, and the exclusive right to reproduce, exhibit, distribute, and otherwise exploit such films, photographs and recordings in any and all media, whether now known or in the future.

The Owner warrants that the undersigned has all rights and authority to enter into this agreement. No other authorization (by other person, firm or entity) is necessary to enable Producer and/or the Released Parties to utilize the Property for the purposes stated.

Producer and/or the Released Parties are not obligated to actually use the Property or produce the Project or include the Materials in the Project for which it was shot or otherwise. This is the entire agreement.

No modifications are allowed or valid unless in writing signed by both parties. A copy of this agreement shall be legally valid as the original. This release shall be governed by and construed in accordance with the laws of UK ("Country of Location").

\*Drafted by Matthew Williams ("Producer")  
\*\*Any questions direct to 07538 567954 (Phone number) or 20221381@farn-ct.ac.uk (E-mail address)

### Agreed and Accepted:

Name (Producer): Matthew Williams  
Date: 05/05/2022 Phone: 07538 567954  
Email: 20221381@farn-ct.ac.uk

Signature: Matthew Williams

Name (Owner): David Clifford on behalf of Rushmoor B.C.

Date: 05/05/2022 Phone: 07802 758020

Email: David.Clifford@rushmoor.gov.uk

Signature: David Clifford

## Samples of my Location Release Form

After completing my Location Recces and Risk Assessments, I moved onto securing written permission at King George V Playing Fields to shoot Ralph cycling to work, showing his new environmentally friendly lifestyle.

To secure my written permission to filming at King George V Playing Fields, I printed off a hard/paper-copy of an online-sourced Location Release Form, sourced from a site called Wedio. I used this site because their form is professionally laid out; alongside legal and ethical to use for gaining permission for filming at location outside of college. By gaining written permission, I was able to prove that I had gained permission for filming at King George V face-to-face and from the site owners. This is because people's signatures are unique to themselves, and also because typing your name to give permission could be done by anyone.

## Call Sheets

For my dialogue-shoot with Ashton, Marton and some two other personnel, I decided to create my own call sheet so that I could ensure that all personnel met at the correct time and place. This is to ensure that I had enough people helping me with the production of "Waste" and to ensure that everyone knew where they were meant to be and their responsibilities for the day of filming.

The said Call Sheets can be viewed below:



Call Sheet

| Generic Call Details  |       |               |  |           |                  |
|---|-------|---------------|--|-----------|------------------|
| Call Time   | 14:30 | Call Location | ETC 12A  | Call Date | 11/05/2022       |
| Weather Forecast  | Sunny | Director      | Matthew Williams   | Producer  | Matthew Williams |
| Production Office   |       |               | Nearest Hospital   |           |                  |
| Farnborough College of Technology, Boundary Rd, Farnborough, GU14 6SB |       |               | Frimley Park Hospital, Portsmouth Rd, Frimley, Camberley, GU16 7UJ |           |                  |

| # | Filming Location        | Scenes         | INT/EXT | Address                            | Time  | Contact  |
|---|-------------------------|----------------|---------|------------------------------------|-------|--|
| 1 | Wooden Bench by M-Block | Scenes 1 and 3 | EXT     | Boundary Rd, Farnborough, GU14 6SB | 13:40 | Matthew Williams<br><a href="mailto:20221381@farn-ct.ac.uk">20221381@farn-ct.ac.uk</a><br>07538 567954 |
|   |                         |                |         |                                    |       |  |
|   |                         |                |         |                                    |       |  |

| Personnel Call Times      |                         |           |                      |           |  |
|---------------------------|-------------------------|-----------|----------------------|-----------|--|
| Cast                      | Role                    | Call Time | Location             | Wrap Time | Contact Details  |
| Marton Andras             | Protagonist             | 13:30     | M-Block Wooden Bench | 16:30     | <a href="mailto:20221474@farn-ct.ac.uk">20221474@farn-ct.ac.uk</a>                 |
| Ash Stratchan-Buckley     | Side Character (Wilson) | 13:30     | M-Block Wooden Bench | 16:30     | <a href="mailto:20213937@farn-ct.ac.uk">20213937@farn-ct.ac.uk</a>                 |
|                           |                         |           |                      |           |  |
| Crew                      | Role                    | Call Time | Location             | Wrap Time | Contact Details  |
| Ryan Davies               | Behind-the-Scenes       | 13:30     | M-Block Wooden Bench | 16:55     | <a href="mailto:20228841@farn-ct.ac.uk">20228841@farn-ct.ac.uk</a>                 |
| Mars Taylor               | Audio Assistant         | 13:30     | M-Block Wooden Bench | 16:55     | <a href="mailto:20237309@farn-ct.ac.uk">20237309@farn-ct.ac.uk</a>                 |
| Matthew Williams (myself) | Cinematography          | 13:30     | M-Block Wooden Bench | 17:00     | <a href="mailto:20221381@farn-ct.ac.uk">20221381@farn-ct.ac.uk</a><br>07538 567954 |

| Resources Call Times |  |  |                      |                                 |   |
|----------------------|--|--|----------------------|---------------------------------|---|
| Equipment            | Notes  | Scenes   | Locations            | Responsible Personnel           | Contact Details   |
| Camera               | I will experiment with Canon RP a day before filming.          | All  | M-Block Wooden Bench | Matthew Williams<br>Ryan Davies | Matthew:<br><a href="mailto:20221381@farn-ct.ac.uk">20221381@farn-ct.ac.uk</a><br>Ryan:<br><a href="mailto:20228841@farn-ct.ac.uk">20228841@farn-ct.ac.uk</a> |
| Audio                | An NGT2 and H4N Pro will be used.                              | All  | M-Block Wooden Bench | Mars Taylor                     | Mars:<br><a href="mailto:20237309@farn-ct.ac.uk">20237309@farn-ct.ac.uk</a>   |
| Grips                | A mic stands and TH650 will be used.                           | TH650 for ALL scenes and mic stand only for dialogue-based footage.                                    | M-Block Wooden Bench | Matthew Williams<br>Mars Taylor | Matthew:<br><a href="mailto:20221381@farn-ct.ac.uk">20221381@farn-ct.ac.uk</a><br>Mars:<br><a href="mailto:20237309@farn-ct.ac.uk">20237309@farn-ct.ac.uk</a> |
| Lighting             | N/A  | N/A  | N/A                  | N/A                             | N/A   |
| Costumes             | A leather jacket will be used.                                 | The leather jacket will be used for the first scene/ Wilson will wear green throughout all of "Waste". | M-Block Wooden Bench | Matthew Williams                | Matthew:<br><a href="mailto:20221381@farn-ct.ac.uk">20221381@farn-ct.ac.uk</a>  |
| Make-Up              | N/A  | N/A  | N/A                  | N/A                             | N/A   |
| Arts Department      | N/A  | N/A  | N/A                  | N/A                             | N/A   |
| Other                | A plastic bottle will be shown to relate to plastic pollution. | The bottle will be seen in Scene 1 only.   | M-Block Wooden Bench | Matthew Williams                | Matthew:<br><a href="mailto:20221381@farn-ct.ac.uk">20221381@farn-ct.ac.uk</a>  |



# Production (Behind-the-Scenes) Section

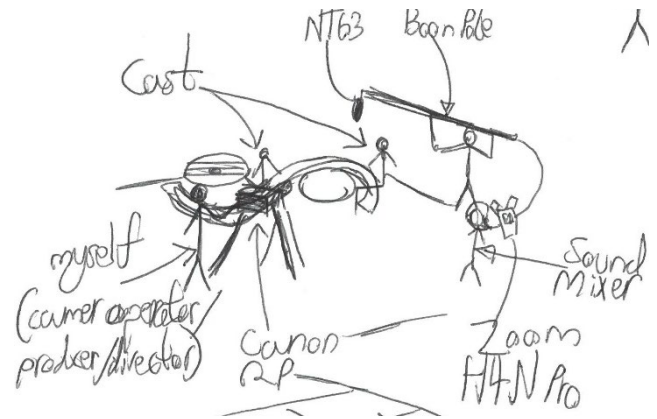
## Relocating to the Cedar Courtyard (Dialogue Scenes)

Originally, I had planned to film Ralph and Wilson chatting by a Wooden Bench as I felt that this would help to relate to the environment and World Environment Day. This is because this filming location has lots of greenery to add naturalism to my short film.

When looking at the weather forecast a few days before filming the dialogue scene on 11<sup>th</sup> May 2022, the weather looked as though it would be sunny. However, on morning of the day when I filmed, I discovered that the weather had taken a turn for the worse, and that it was going to be very wet and rainy for the duration of the day.

So, I decided to relocate filming to the Cedar Courtyards: This is because the Cedar Courtyard still has some greenery and is still outdoors to relate to the environment. However, it is also sheltered. This enabled me to continue filming my scenes whilst preventing my equipment from becoming damaged by severe rain.

Furthermore, a crew member failed to attend my filming shoot despite agreeing to – causing severe problems because I needed multiple crewmembers to help me with handing my ADR system and camera system. So, one of my actors contacted their friends who came to help me with filming.



## Rescheduling the Filming Shoot at King George V Playing Fields

I was set to film at King George V Playing Fields in Farnborough on Thursday 12<sup>th</sup> May 2022, but this was cancelled as my actor, Marton Andras (playing Ralph) did not bring his bike with him. So, I decided to film the other cinematography for "Waste" instead.

I eventually managed to reshoot on 17/05/2022 but decided to do at the W-Block Car Park instead. This is because I was unable to gain permissions to reshoot at King George V Playing Fields on 17/05/2022. Another reason for using this location was because the footpath next to the outside-walls of college made it look like a professional, workplace environment

By filming what I could, I was able to get a much of the footage that I required as possible. This enabled me to spend my time productively, efficiently, professionally, and reliably.



# Production (Behind-the-Scenes) Section

## Reshooting Scene 3

I can the 19/05/2022, I decided to reshoot Wilson’s dialogue for Scene 3. This is because my initial shoot for these specific shots had colour grading issues in that the background was over-exposure. Despite trying to colour grade using Vector-scopes and the Luminetri Curves in Adobe Premiere Pro, I was unable to reduce the exposure of the backdrop in my initial shoot for the dialogue in “Waste”.

On 19/05/2022, I reshot Wilson’s dialogue for Scene 3 in the Cedar Courtyard to prevent any continuity issues (as this is where I had filmed/recorded all my dialogue previously). I decided to focus on Medium Close-Up to show the background whilst focusing on Wilson’s viewpoint, encouraging us to be environmentally friendly.

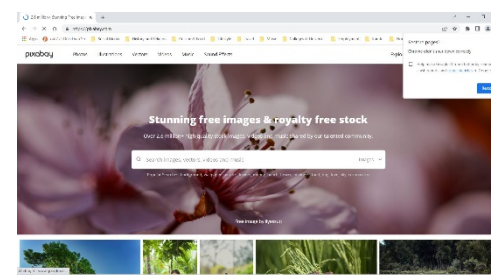
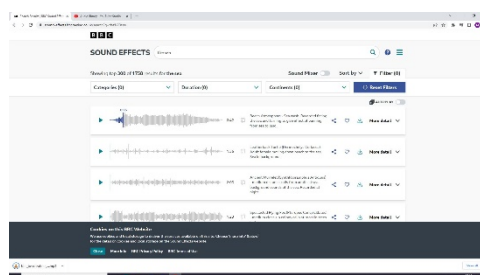
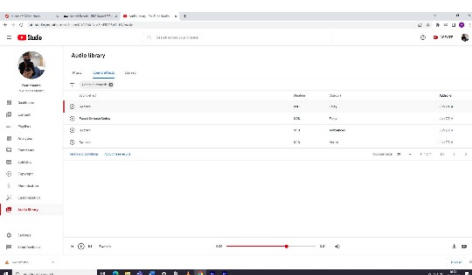
I also decided to reshoot a line where Ralph tells us about World Environment Day. This is because Marton (playing Ralph) said ABOUT World Environment Day is on 6<sup>th</sup> June when it actually on the 5<sup>th</sup> of June. To avoid any risk of defamation and inaccurate information, I reshot this section of dialogue – getting Marton to say that World Environment Day is on 5<sup>th</sup> June instead of the 6h. This has helped to prevent defamation by making my short film much more accurate, credible, and ethical.



## Sourcing my Music and SFX

For sourcing my SFX, Music and other additional audio/Foley, I used three main websites:

- **BBC Sound Effects** – I used the site “BBC Sound Effects” because the provide royalty free SFX. By purchasing from this legal and ethical website, I was able to securely source audio that is safe, legal, and ethical to use in my short film. Furthermore, it also enabled me to use high quality, industry-standard and professional-sounding audio as the BBC is often known for high quality television and radio content.
- **YouTube Audio Library** – I also decided to use a site called Audio YouTube Library to download further sound effects from YouTube Audio Library, as it is often used by YouTubers and Content Creators for downloading royalty-free sound-effects and music.
- **Pixabay** – For downloading my music, I used a site called Pixabay as it offers royalty-free music and the song title and author is not required by law to be in the credits (however, I have considered doing so to make my A2 Creative Project ethical and considerate of all contributions used for creating my “Waste” short film). Furthermore, this site lets you download high-quality and professional audio which felt appropriate for my short film due to its quality. By using high-quality audio from the royalty-free Pixabay, I was able to increase the quality and production values of my “Waste” short film A2 Creative Project.





# Final Cuts for my A2 Creative Project

**Below are the two main video files that I have chosen to submit:**

## **Version 1 of “Waste” – A2 Creative Project**

I have chosen to submit this version as it shows how I have taken on feedback, and it also shows how Scene 3 looks better because I reshot it. Furthermore, it shows how I originally intended to incorporate text/graphics into my short film and movement through Keyframes and transitions to add interest for my target audience.

Another main reason for submitting this version of “Waste” is because this version is the main version that I have been editing – meaning that I had had more time to audio-edit to this version than with “Version 2 of ‘Waste’ – A2 Creative Project”.

## **Version 2 of “Waste” – A2 Creative Project**

I have also chosen to include my second version of “Waste” so that the progress of my A2 Creative Project can be assessed by comparing my Final Cuts that I choose to submit as part of my A2 Creative Project.

This project was created as part of feedback given by media lecturer Golden Siaploya, who felt that having text, graphics dialogue and cinematography rolling simultaneously in “Version 1 of ‘Waste – A2 Creative Project” made it hard to extract all the information on plastic pollution and World Environment Day. So, I re-organised my video sequence by separating the text/graphics from my video and only having pictures on top of my dialogue at times (keeping section of video to come back to later if necessary). This has led to the creation of “Version 2 of ‘Waste’ – A2 Creative Project”.



# Post-Production

## Editors Rushes Log

From the 12<sup>th</sup> of May 2022 to the, I filled out some Editors Rushes Logs to analyse my footage and audio recordings. I did this so that I knew which shot/audio to use in Premiere and Audition. This was important for me because it prevented me from using poor or low-quality cinematography and ensured that I used the best possible footage/audio for my A2 Creative Project to make “Waste” as effective, efficient, reliable, and professional as possible.

Another benefit achieved through my Editors Rushes Logs was that I was able to successfully identify which audio track matched with each video clip. This enabled me to ensure that I was able to organise my files logically, efficiently, and professionally.

## Samples of my Editors Rushes Logs can be seen viewed below:

Audio Review

| Recorded on the morning of 12/05/2022 |  |  |        |   |   |
|---------------------------------------|--|--|--------|---|---|
| Original File Name and Timecode       | New File Name  | Recording Description  | Rating | Advantages  | Suggestions / Things to Improve:  |
| 220512-000                            | Shot 24 Monologue, Take 1<br><b>RENAMED</b>                  | Matching Clip = MVI_9401 (renamed “Med CU Ralph’s Realization 1”)  | Okay   | The line is well spoken and clearly / easy-to-understand.   | There is a “Clap!” SFX at one point in <u>Marton’s</u> dialogue.  |
| 220512-001                            | Shot 24 Monologue, Take 2<br><b>RENAMED</b>                  | Matching Clip = MVI_9402 (renamed to “Med CU Ralph’s Realization 2”)   | Good   | The dialogue is spoken a little louder which is better.   | Too much background noise.  |
| 220512-002                            | Audio Bloop 4<br><b>RENAMED</b>                              | This audio recording is a blooper and does not contain any dialogue or anything <u>else that</u> relates to “Waste”. | Bad    | The audio could be easily synced and used as SFX to stimulate the setting where it was recorded.  | There is no dialogue. Hence, this audio recording has not fulfilled its purpose.                            |
| 220512-003                            | Shot 24 Monologue, Take 3<br><b>RENAMED</b>                  | Matching Clip = MVI_9404 (renamed to “Med CU Ralph’s Realization 4”)   | Okay   | The last run-through of dialogue is the best for use in the recording as it is the loudest and clearest.  | The first performance of the dialogue is too quiet.   |
| 220512-004                            | Shot 24 Monologue, Take 4<br><b>RENAMED</b>                  | Matching Clip = MVI_9405 (renamed to “Med CU Ralph’s Realization 5”)   | Good   | The dialogue is strongly delivered, clear and loud/at a good volume.  | There is a long pause between “right” and “I do need to...” when <u>Marton</u> says his monologue at first. |
| 220512-005                            | Shot 24 Monologue, Take 5 (Best Recording)<br><b>RENAMED</b> | Matching Clip = MVI_9406 renamed to (“Ralph Sitting Dialogue – Scene 3, Take 6 (BEST TAKES)” )                       | Good   | This is my favourite performance of <u>Marto’s</u> dialogue as it is loud, clear and very well-delivered.   | The recording will need cutting as it takes a while to get to <u>Marton’s</u> monologue.                    |
| 220512-006                            | Shot 24 Monologue, Take 6<br><b>RENAMED</b>                  | Matching Clip = MVI_9407   | Okay   | A SFX of me de-rigging near 1:20 could be used to represent the SFX of a plastic bottle falling onto the floor. The dialogue is also at a good volume and well-delivered. | The audio recording is way too long as I forgot to stop recording straight away.                            |

Footage Review

| Rushes filmed from 09:00 to 11:30 |  |                        |                 |   |        |   |  |
|-----------------------------------|--|------------------------|-----------------|---|--------|---|--|
| Original File Name and Timecode   | New File Name                                | Shot Type              | Shot / Take     | Action  | Rating | Advantages  | Suggestions / Things to Improve:   |
| MVI_9377 25fps<br><b>RENAMED</b>  | LS Marton on Laptop Take 1                   | Long Shot              | Shot 25, Take 1 | We see Ralph typing on a laptop, sitting on a desk.         | Good   | The colour grading, White-Balance and framing is good ad matches with my storyboarding. It also matches with my storyboarding because the actors is researching environmental issues on a laptop. | The clip will need cutting at the end as someone appears in shot when walking through The Mall section if the Cedar Courtyard. |
| MVI_9378 25fps                    | LS Marton on Laptop Take 2<br><b>RENAMED</b> | Long Shot              | Shot 25, Take 2 | We see Ralph typing on a laptop, sitting on a desk.         | Bad    | The lighting, framing ad colour grading is good ad <u>Marton</u> acts his researching well.   | The clip is way too short.   |
| MVI_9379 25fps<br><b>RENAMED</b>  | LS Marton on Laptop Take 3                   | Long Shot              | Shot 25, Take 3 | We see Ralph typing on a laptop, sitting on a desk.         | Good   | The clip lasts for longer than MVI_9378.  | The clip will need cutting as someone can be seen walking down Them Mall in the backdrop of this clip of footage.              |
| MVI_9380 25fps<br><b>RENAMED</b>  | LS Marton on Laptop Take 4 (Best Takes)      | Long Shot              | Shot 25, Take 4 | We see <u>Marton</u> typing on a laptop, sitting on a desk. | Good   | Nobody is seen walking in the background unlike the other takes.  | This clip will need cutting.   |
| MVI_9381 25fps<br><b>RENAMED</b>  | OTS Laptop 1 (Best Takes)                    | Over The Shoulder Shot | Shot 26, Take 1 | We see that Ralph is researching environmental issues.      | Good   | Nice focus on the plastic so that we know what Ralph (played by Marton) is researching)   |  |
| MVI_9382 25fps<br><b>RENAMED</b>  | OTS Laptop 2                                 | Over The Shoulder Shot | Shot 26, Take 2 | We see that Ralph is researching environmental issues.      | Bad    | Good framing, focus White-Balance, and Colour Grading.  | The website does not relate to plastic pollution.  |

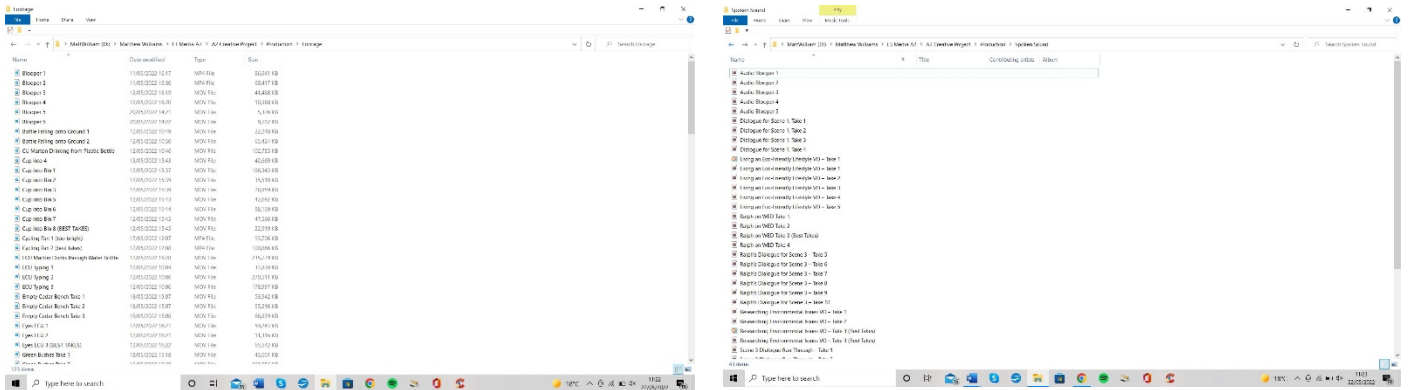


## Renaming my Files

After completing my Rushes Log's, I used my Rushes Log information to rename my files. To do this, I had written a new name for each file based on it content in a column called "New File Name". I named this column "New File Name" so that it was easy to navigate and understand for the editor looking at it.

I highlighted the new name provided per clip individually, copy and pasted it, selected "Renamed" for the relevant MVI video clip and pasted the new clip name into the highlighted text.

I named my files to ensure that all my footage was easy to find, professionally laid out, cohesive and helpful for editing in that it told me a little about each clip through a three-to-five-word title.



## Edit Decisions List

After editing my files, I referred to my Editors Rushes Logs to ensure that I had to correct files in Adobe Premiere Pro and began editing all my video and audio files for "Waste". All my editing has been noted down through an Edit Decision List. This is to ensure that I have detailed, concise and helpful information of what I did, how I did and why I did it for if I ever need to re-edit anything. This also helps for if I lose any valuable editing and need to remember how to retrieve it.

Edit Decisions List

|               |                                    |
|---------------|------------------------------------|
| Working Title | "Waste" (A2 Creative Project)      |
| Director      | Matthew Williams                   |
| Editor        | Matthew Williams                   |
| Software      | Adobe Premiere Pro, Adobe Audition |

| Scene | Shot | Tape / Files                                 | Chosen Takes |             | Action / Editing Notes  |
|-------|------|--|--------------|-------------|---|
|       |      |  | T.C In       | T.C Out     |   |
| 1     | OTS  | Scene 1 – OTS From Wilson's Viewpoint Take 1 | 00:00:24:03  | 00:00:27:00 | <p>This is a Shot-Reverse-Shot of both actors doing a script run-through of scene 1.</p> <p>The camera audio has been removed and been replaced with an MP3 recording of the dialogue called "Dialogue for Scene 1 – Take 3". Through the Razor Tool.</p> <p>I have then cut the video and audio clip through the Razor Tool so that I only have sections containing Ralph's dialogue.</p> <p>The video has been Colour Corrected by making the White-Balance "75.0". This has produced a green inti so that I can relate to the environment.</p> |
|       |      |  | 00:00:27:01  | 00:00:34:15 |   |
|       |      |  | 00:00:42:09  | 00:00:45:06 |   |
|       |      |  | 00:00:50:24  | 00:00:58:14 |   |
| 1     | OTS  | Scene 1 – Ralph's Viewpoint Take 3           | 00:00:07:16  | 00:00:14:00 | <p>This is an Over the Shoulder Shot of a script run-through for scene 1</p> <p>Camera audio has been replaced with ADR Track "Dialogue for Scene 1, Take 2". Footage and audio have been cut through the Razor Tool so that I only have footage/audio of Wilson's dialogue. Footage between 00:00:24:22 and 00:01:34:02 has been removed due to its being a blooper.</p> <p>The clips WB has been adjusted to "75.0" and its "exposure" has been increased to "2.3" so that I can improve the clip's lighting quality and colour grading.</p>    |
|       |      |  | 00:00:27:01  | 00:00:34:15 |   |
|       |      |  | 00:00:42:09  | 00:00:45:06 |   |
|       |      |  | 00:00:50:24  | 00:00:58:14 |   |
| 3     | OTS  | Scene 3 – OTS from Ralph's                   | 00:00:58:14  | 00:01:00:09 | <p>The temperature has been increased to 58.7 and the exposure has been lowered</p>   |

|   |           |   |  |   |   |
|---|-----------|---|--|---|---|
|   |           | Viewpoint   |  |   | <p>to -0.5 to gain good colour grading and WB.</p> <p>ADR Track "Scene 3 Dialogue Run=Through Take 1" has been synced with this video clip and shortened at the start of the clip so that it only starts with the "Clap!"</p> <p>The ADR Track has replaced the camera audio for clean, professional ad high-quality audio.</p>   |
| 3 | Med CU    | Ralph Sitting Dialogue – Scene 3, Take 6 (BEST TAKES) | This clip was reshot due to Colour Grading issues. | This clip was reshot due to Colour Grading issues | <p>The Temperature has been increased to "25.0" to better match the colour grading of my other ADR-based footage.</p> <p>All camera audio has been synced and replaced with my ADR Track "Ralph's Dialogue for Scene 3 – Take 10". Only footage between the point 00:00:07:00 to 00:00:12:33 and 00:00:44:07 to 00:00:47:11 has been kept. This is due to there being wind interference and peaking between 00:00:12:33 and 00:00:44:07. Footage after 00:00:47:11 has been removed as it is unnecessary for keeping.</p> |
| 2 | CU        | CU <u>Marton</u> Drinking Plastic Bottle              | 00:00:14:20  | 00:00:17:18                                       | <p>Footage between 00:00:02:05 and 00:00:05:03 has been kept, all camera audio has been removed</p>   |
| 1 | Low Angle | Bottle Falling onto Ground 2                          | 00:00:20:02  | 00:00:22:15                                       | <p>Footage between 00:00:09:00 and 00:00:11:16 has been kept. The camera audio has been kept and used as sound effects to stimulate a plastic bottle falling to the ground.</p>   |
| 1 | ECU       | <u>Marton</u> drops bottle – hand ECU                 | 00:00:17:17  | 00:00:19:23                                       | <p>Footage between 00:00:08:12 and 00:00:10:21 has been kept. The camera audio has been removed and the clip has been colour-graded to match with the rest of my footage for scene 1 of "Waste"</p>   |
| 1 | ECU       | Cup into Bin 8 (BEST TAKES)                           | 00:01:57:05  | 00:02:00:00                                       | <p>Footage from 00:00:01:07 onwards has been kept. The camera audio for this clip has also been kept as it helped to produce good sound-effects for the paper=cup falling into the bin.</p>   |
| 1 | ECU       | ECU <u>Marton</u> Drinks through Water Bottle         | 00:02:07:02  | 00:02:08:20                                       | <p>Footage between 00:00:06:00 and 00:00:10:23 has been kept. The camera audio has been replaced with SFX from BBC Sound Effects. The clip has also been</p>  |



## Editing my “Waste” Short Film – A2 Creative Project

### Step 1 – Creating My Project

First, I began by opening a new project by searching Premier into my search bar and selecting “Open”. I decided to use Premiere for post-production due to it being an industry-standard editor with a range of creative visual effects to choose from.

Here are the Sequence Settings used within my Premiere Project:

- **Project Name and File Destination** – I named my project “Waste” Short Film V1 – A2 Creative Project” and saved it in a section called “Premiere Projects to make it easy to find and as accessible as possible. This prevented me from losing my project and helped to keep it as well-organised, safe, and secure as possible.
- **25fp Framerate** – I chose this framerate because all my footage is 25fps, which is evident through analysing all my footage through a series of Editors Rushes Logs. Furthermore, 25fps is the industry-standard framerate for all UK media productions.
- **16.9 Square Pixels (1920 by 1080p)** – As the Canon 550D footage was 1920 by 1088p and my Canon PR footage was 1920 by 1080p, I chose to use 1920p by 1080p as it was the setting that matches the closest with the settings for my footage. Another reason for this is also because it suits films and TV and because I planned to make a short film for my A2 Creative Project.

### Step 2 – Importing my Clips

Secondly, I began by importing my organised and renamed MVI clips for “Waste” into my project. This is so that I could begin adding footage to my short film; I added the dialogue-based footage first so that I could begin telling my story of “Waste” and because ADR and audio-syncing requires more attention and listening back on audio than other editing techniques.



### Step 3 – Colour Correction

Thirdly, I moved onto carrying out basic colour corrections for all my footage. This is because I had not begun splicing yet – meaning that I could carry out more moderated colour grading across more footage to make my colour correction more effective and less time consuming. I did this to ensure that the colours blended well together, and that the cinematography looked professional. However, I later went back over my colour grading in Premiere after feedback from my client, Josh Sparkes.

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## Editing my “Waste” Short Film – A2 Creative Project



### Step 4 – Audio Dialogue Replacement (ADR)

After importing my files and colour grading, I referenced my Editors Rushes Logs and Audio Rushes Logs to replace the camera audio for the dialogue with Audio Dialogue Replacement. To do this, I had recorded my audio separately from my footage on the day of filming.

To replace the camera audio, I imported my Wav files and used my Rushes Logs to decipher which recording matched with which MVI clip. Once it was imported into my Premiere Project, I used the clap in my audio files and matches it to the clap in my camera audio. I then listened back to ensure that both the ADR and camera audio were speaking at the same time.

When I had successfully synced the ADR with my footage, I removed the camera audio from that clip. This is because camera audio often has background noise, is a low-quality and can be prone to risks such as being distorted.



### Step 5 – Creating my Initial Sequence

After matching the ADR with the correct footage and removing audio, I began referencing to my script and storyboard to begin creating a conversation-scene for Scene 1 and Scene 3 of my “Waste” Short Film. To do this, I dragged the clips to their place and kept the run-throughs for each angle groups of each angle that was shot on the day of filming.

This enabled me to organise my files and also helped me to create an initial sequence effectively, productively, and promptly of the ADR and footage that was available to me. I also used this technique to add any missing ADR and camera footage where necessary.

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## Editing my “Waste” Short Film – A2 Creative Project

### Step 7 – Adding SFX and Music on Audition / Checking my Audio Levels

After creating my Multitrack Session on Audio, I decided to add Music and SFX from legal, ethical, and royalty-free sites such as BBC Sound Effects, YouTube Audio Library and Pixabay. I chose to “Edit Audio to Video” so that I could correct match the audio with what was happening in my video-sequence of “Waste”. This also helped me to ensure that all the SFX and music went well together so that they did not clash – enabling me to produce a high-quality, professional.

I also adjusted and edited the audio levels to prevent issues such as Peaking and one track being louder than the other. This helped me in modulating my audio levels to prevent any Peaking or distorted audio in my Rough Cuts and Final Cut of “Waste”.

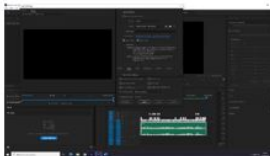
### Step 8 – Adding the Audio Soundtrack to my Video Sequence, Exporting my First Rough-Cut

After completing my SFX / Music soundtrack for my “Waste” rough cut, I exported it as an MP3. This is because MP3 files are usually a good quality of audio files and only contain audio.

I then added this audio soundtrack to the sequence of my “Waste” short film and listened back to it to ensure that had all synced correctly. I then watched the sequence and applied any relevant video effects where necessary.

Here are the settings used for exporting my first rough cut of “Waste”:

- **Match Source – High Bitrate**: I have used this setting to ensure that my video exports as an MP4 that is playable across all devices and platforms. This setting also exports visuals and audio to a high quality and helps in rendering everything when exporting.
- **1920 by 1080p** – All my footage was around 1920 by 10180p, making that using this setting would not over-compress my footage, causing it lose quality or cut off important parts of each camera shot. Furthermore, this compression-rate is also used for some Television Productions and film.
- **25ps framerate** – All my footage was 25fps, meaning that chosen any other footage would have distorted my exported footage, making it look glitchy, odd and out-of-time with the accompanying audio. Furthermore, 25fps is the standard framerate for all UK media productions.



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## Samples of how I Edited my A2 Creative Project

In these three pages, I have provided samples showing a rough guide on how I created and edited all my footage and audio to create the rough cuts and final cuts of “Waste”.

Other VFX used included adding graphics to show lots of information on climate change, alongside Bezier Keyframe to create interest through movement.



## Taking on Feedback During Post-Production

### Who did I ask?

For my Post-Production feedback towards my rough cuts of "Waste", I asked my media peers from Level 3 Media, Year 1 and second-year students from the same course who would give me concise, informative, helpful, detailed, and specific feedback on improving my rough cuts. I asked this specific group people so that I could better understand how to improve my media product and so that I knew whether it would be successful with my target audience.

Another reason for asking media-professionals in my course is also because they are able to help with ways of fixing issues such as colour grading. Furthermore, they have been trained to work with media-resources and understand what is unfeasible when it comes to editing and improving media productions.

**LAYLAH VICKERS** 10/05 11:07  
Having seen some of the clips was good, some of the transitions were good, very informative with advice on how to help the environment, good music choices. Could change the font, the colouring is off in most clips (try to keep it consistent), the text goes away too quickly giving the audience barely enough time to read it, the "pen scribbling", "drinking water" and "typing" sound effects didn't match up to the actual clip and check your spelling. I didn't understand why you added the clip of your character looking straight into the lens? It didn't fit in with the rest of the film.

**Lauren Kelle** 10/05 10:51  
I really like how you have put the scenes together and how everything flows nicely and maybe if you could get it less blurry it would be better but otherwise it's good

**HARLEY TAYLOR** 20/05 18:52  
I prefer the version without the ECU, on another note the colour grading seems to drastically change throughout the whole short film and nearer the end the audio is out of sync with the video

**Sam Beasley** 10/05 10:57  
Hey mate, overall I think it is looking very professional and well put together. There is just a few things I would change. For example the pen sounds at 1:30 are being made and the pen isn't on the paper, whilst bringing on your information tables during the time period around the start maybe try and make it look like the tables at 3:25 where they just come on and go without any split effects. And finally maybe make the bike bell sounds at 2:25 quieter but that one is up to you.

### Bicycle SFX and VFX for my Graphics

Level 3 Media peer, Sam Beasley felt that the bicycle sound effects at 2:25 were too loud and that the sound effect of a pen scribbling on paper at 1:30 did not fit the. So, I lowered the bell-sound effects by going into Audition, clicking on the relevant sound effect, and lowering its volume. Since then, I have also been reviewing certain sound effects and cutting them where necessary.

Another change I also made based on Sam's feedback was that I add a range of transition and visual effects to the graphics about then environment towards the middle of "Waste". This is because there were no Visual Effects in the middle of my short film.



help the environment, good music choices. Could change the font, the colouring is off in most clips (try to keep it consistent), the text goes away too quickly giving the audience barely enough time to read it, the "pen scribbling",

### Improving my Colour Grading

Laylah felt that the colour grading and colour temperature was inconsistent through "Waste". So, I edited the temperature for each clip and decided to reshoot Scene 3 of Wilson's dialogue as I felt unhappy with the colour grading for that scene despite several attempts to fix it (the backdrop was over-exposed).



## Taking on Feedback During Post-Production

### Lengthening the Text Duration

Both Ryan Davies and Laylah Vickers felt that the text went away too quickly. Hence, I decided to lengthen both my text and graphics so that my target audience had a better chance of being able to read it. This is important because the point of using text/graphics within "Waste" is so that I can emphasize plastic pollution and show uplifting quotes, thus encouraging the viewer to be more environmentally friendly.

In these two images (to the right), you can see how I have lengthened the graphics so that the viewer more time to read them.

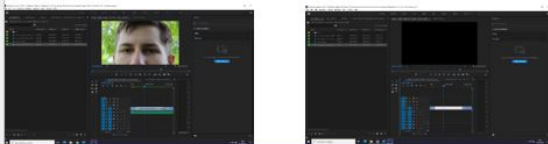


"drinking water" and "typing" sound effects didn't match up to the actual clip and check your spelling. I didn't understand why you added the clip of your character looking straight into the lens? It didn't fit in with the rest of the film.

### Removing the ECU of Ralph's eyes

Based on Laylah and Mars's feedback, I also decided to remove the Extreme-Close-Up of Ralph's eyes as Laylah felt that it "didn't fit" with the rest of my short film. Originally, I had added it to create tension and suspense and cross between the genres of drama, whilst playing and experimenting the genre of Westerns to create false tension.

Based on Laylah's feedback, I had created another copy of "Waste" but without the ECU. This also included adapting my audio soundtrack to fit this new version of "Waste". Since then, I have begun asking more people (such as Mars) whether they prefer it with or without the Extreme-Close-Up of Ralph's eyes.



In the two images above, we can see that I have removed the ECU of Ralph's eyes as my feedback panel felt that it did not match with the rest of my short film.

## Incorporating Feedback into my Rough Cuts:

After editing my "Waste" short film int rough cut, I shared my it with peers to gain valuable, insightful, specific, helpful, and detailed feedback. This can be viewed in the samples of documentation provided on this page – which also explain how I underwent incorporating as much feedback as possible into "Waste", and why I made the decisions that I did.



# SMART Targets

## Remembering to Take Photographic Evidence when Filming

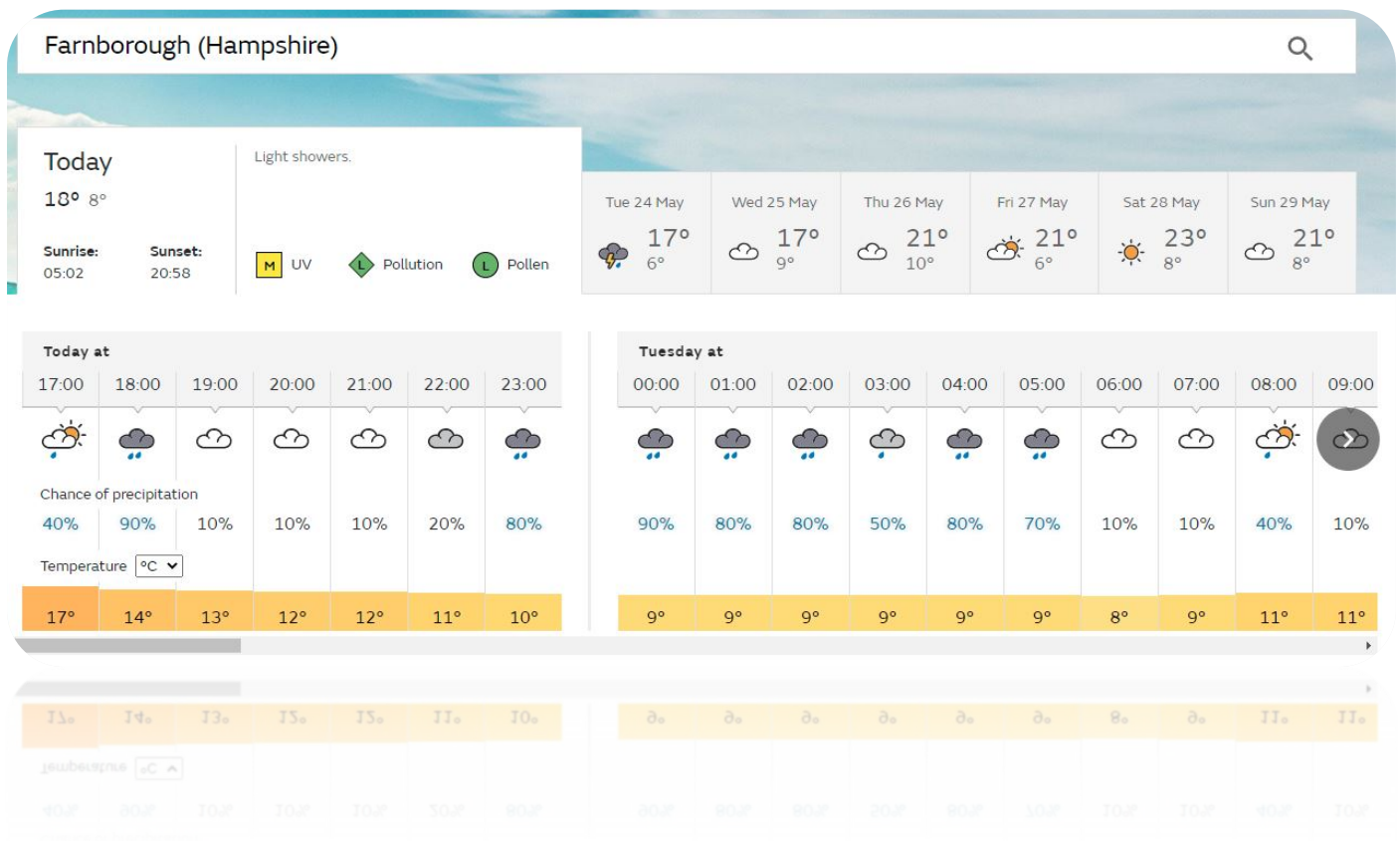
When shooting my dialogue for “Waste” on 11/05/2022, I forgot to have someone taking photographic evidence of me producing “Waste”. Unfortunately, I do sometimes struggle with remembering to have photographic evidence taken of me filming/recording. This is because I am often busy focusing on camerawork, meaning that I usually try to designate the role of photographic evidence for another crew member as it is more convenient than me doing it myself.



## Checking the Weather Forecast

Next time, I will check the weather forecast more thoroughly before filming. This is because when filming/recording all dialogue for “Waste” on the 11/05/2022, there was severe rain which forced me to relocate filming from the Wooden Bench by M-Block to the Cedar Courtyard. The poor weather also affected my lighting as it contributed towards my backdrop over-exposed.

To prevent unforeseen dangers such as having to relocate to safer filming environments, I will check the weather forecast between 1 and 2 days before filming so that I have time to reschedule filming, if necessary, to relocate to a different location update/do a new Recce and Risk Assessment for the new filming location if necessary.





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