



FILMMAKER CLUB

2020 HANDBOOK

Feb 2020

Welcome to Sanguineti Media's Filmmaker Club



Hello Filmmakers (and Parents)!

My Name is Dan Sanguineti.

I am your workshop facilitator and Film Producer!

Prepare yourself!

For the **next 10 weeks**, we will explore our creative side, collaborating and producing a short film project together.

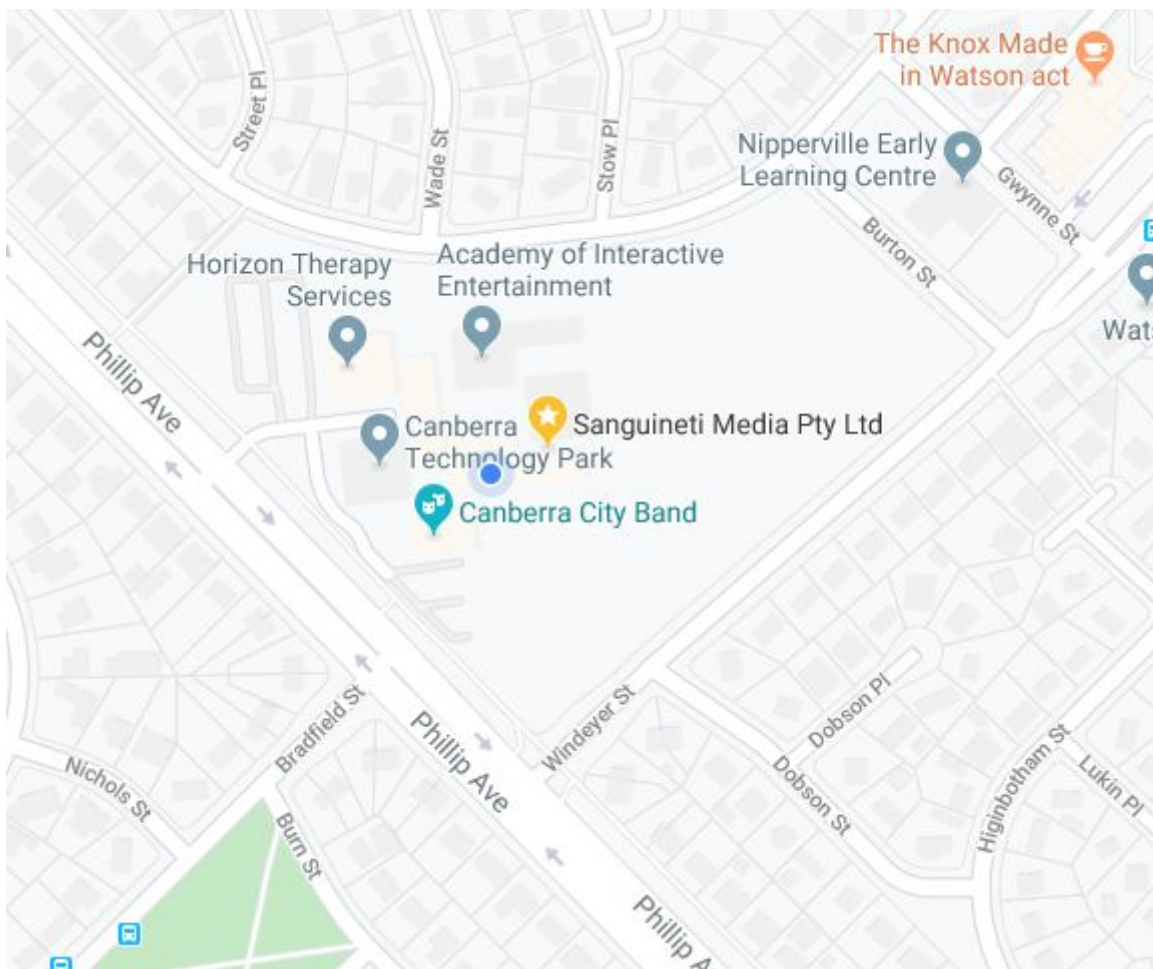
Filmmaker Club will run **4-6pm every Wednesday** during school term at **Sanguineti Media's Production Office** at **Canberra Technology Park, Watson**.

This information pack will contain everything you will need to know about the term workshops.

- **Arrival time** each day is between about 5 mins before the start of the session at 4pm.
- **Pick up time** is at 6pm. We prefer to cite a parent or guardian before a filmmaker leaves our office.
- Please be aware that there are other sessions that occur before and sometimes after Filmmaker Club, so if you arrive early please wait in the Film Plus atrium until you are invited in to the production office.
- Each session during the term will have a take home task to complete before the next session. It is important to complete these tasks to ensure no delays are made in the production of the film.
- No food or drink except water bottles are allowed near computer desks. Filmmakers may use the sink area if required.

- Mobile phones, devices and laptops are to stay in bags at all times - and not in jackets or pockets.
- Filmmaker Club permits use of own camera equipment, including cameras on mobile phones, but they are strictly to be used during designated filming times only.
- Devices being used any other time will be looked after until the end of the day.
- **Please do check your registration payments** have been made in full before the start of the workshop.
- **Like and follow our Facebook Page** for updates, videos and photos during the term!
<http://www.facebook.com/sanguinetimedia>

HOW TO FIND US:



Workshop Overview

FILMMAKER CLUB TERM STRUCTURE:

Week	UNIT	
1	WATCHING/ CREATING	Welcome. Creative Brainstorm session. What is my story as a filmmaker? Why do I want to tell stories through film? Goal setting. Filmmaker Club Vlogging and Diary. <i>Take Home Task: Finish diary entry.</i>
2	WRITING 1	Writing a synopsis for a short film, documentary or animation: What is my premise? What are my themes? What is my plot? Who are my characters? What is the world the story is set in? <i>Take Home Task: Finish the 1 page prose story of the film I want to make. Finish diary entry.</i>
3	WRITING 2	Writing a film script: How is a film script for a short film, documentary or animation formatted? Scene headings, Action Words, Character, Dialogue, Scene transitions. <i>Take Home Task: Finish the script in a word document or on paper using the format we learned. Finish diary entry.</i>
4	PLANNING 1	Breaking Down a Script: Shot list & Storyboarding, Shot selection and sizes. Understanding which shot we use. <i>Take Home Task: Finish drawing storyboard. Finish diary entry.</i>
5	PLANNING 2	Preparing for a shoot: Cast and Crew, Shoot schedule/shoot order, Mise en Scene, Colour in Film. <i>Take Home Task: Finish preparing for shoot worksheet. Finish diary entry.</i>
6	SHOOTING 1	Shoot your film <i>Take Home Task: Finish diary entry.</i>
7	SHOOTING 2	Shoot your film <i>Take Home Task: Finish diary entry.</i>
8	EDITING 1	Editing your film: Assembly Edit, Refining the edit. <i>Take Home Task: Finish diary entry.</i>
9	EDITING 2	Editing your film: Sound Edit, Colour Looks <i>Take Home Task: Finish diary entry.</i>
10	SCREENING	

Learning Objectives:

- To complete a short film eligible to be submitted to the Canberra Short Film Festival (UNDER 18 category), by participating in the pre-production, production and production process.
- To explore ideas of how to creatively express oneself through film media in an enjoyable and satisfying experience.
- To understand and abide with safety standards required in the industry.
- To develop skills in planning, shooting and editing a film by participating in the pre-production, production and post production process.
- To become familiar with the use of cameras and other filming equipment to relate a 5 minute short film.

Learning Experiences:

- Gathering ideas through brainstorming, listening and viewing
- Writing down sentences and descriptions of shot ideas
- Storyboarding
- Filming
- Editing
- Viewing and appreciating

Workshop Terms and Conditions

Please read carefully.

You agree to the following terms and conditions of your child attending Filmmaker Club and give full consent of their participation.

You irrevocably consent to us, anywhere in the world, using (in part or whole), recording (audio and video), modifying, adapting, broadcasting (in any medium) and reproducing (in any form) your child's: voice, image, appearance and performance; and for the purposes of the workshop and the production of the short film created within the workshop.

In this agreement, "in any form", includes but is not limited to any current or future media.

We own all rights or interest in any intellectual property rights in work your child creates, are involved in or do in relation to the workshop. All intellectual property rights in the workshop vest in us on creation. Your child will receive at the conclusion of the workshop a copy of the work they produced as a digital file.

You agree to ensure full payment is made prior to workshop attendance, unless alternate arrangements have been made and been lodged in writing (via email) prior to the commencement of the workshop. Non payment of any workshops fees will mean your child cannot attend the workshop until fees have been paid in full.

If for any reason your child cannot attend a session of the workshop, no refund will be available. A make up class may be able to be organised based on availability.

We agree to provide a duty of care for your child for the duration of their attendance of the workshop hours as set by the workshop schedule. We will record attendance and there will be no occasion where any attendees will leave the Canberra Technology Park (CTP) complex during the workshop, without your written permission provided prior to the commencement of the workshop. Otherwise, your child will require to be picked up at the end of each session from the workshop room within the CTP complex. Your child will not be released until a visual confirmation of yourself or a parent or a guardian is made. Your child's safety is our highest priority.

Your child will be using some film equipment during the workshop under guidance from the workshop trainers. Please do have a conversation with your child prior to workshop attendance about the respect and safety of this equipment. Your child will be required to listen to all instruction and follow requested tasks, and if at any time is unsure, the best course of action is to ask before touching a piece of equipment or continuing the activity. Any intentional damage will be sought for repair cost.

Please do also have a conversation with your child prior to workshop attendance about the respect of others. Any negative or inappropriate behaviour will not be tolerated. Any serious misconduct will lead to cancelling their attendance and no refund will be available.

We would like to encourage a welcome and open creative environment, where all ideas and thoughts are accepted and encouraged. We want your child to have a fun and exciting experience at the workshop, we hope your child can bring that same excitement with them.