

Pre-Production Planning Document (MINI DOC)

GENERAL INFO

1. **Your Name:** _____ Victoria Lorenz _____
2. **PROJECT:** Mini Documentary/Biography/News Package

CREATIVE BRIEF

Ideas: mom's Christmas village (Halloween village?)

1. What must it be?

A mini documentary/biography/news package

2. Who is it for?

People who want to learn about mini Christmas villages

3. How long must it be?

1 to 5 minutes

4. What is your objective with the piece?

Share my mom's love for mini Christmas villages

5. When is it due?

December 11, 2022

6. What is the overall idea?

Mini Christmas villages add a special and magical touch to Christmas decorating

7. What is the storyline summary?

One of Beth's favorite ways to decorate for Christmas is by setting up her mini-Christmas village. She'll share why she started doing it and why she enjoys it so much.

8. Elevator pitch:

Many people decorate for the holidays with Christmas trees or Menorahs, but this household does something a little different: they set up a miniature Christmas village.

9. Tagline:

A unique take on Christmas decorating.

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

Feels Christmas-y and cheery. Overall sense of warmth and happiness. Medium pacing.

QUESTIONS / NOTES

SUBJECT:

1. Why did you choose this story?
 - a. My mom is the only readily available person I can interview and her mini Christmas village is cool
2. Story ideas:
 - a. Mom's mini Christmas village, why she got into it and why she loves it

NARRATION/HOST:

3. Who will lead us through the piece?
 - a. I will
4. Narration ideas:
 - a. Introducing my mom, the village, and asking interview questions

INTERVIEWS:

1. Who will you interview?
 - a. My mom
2. Why is this person important to the piece?
 - a. It is her Christmas village
3. What questions will you ask?
 - a. When did you start setting up the Christmas village? Why?
 - b. Is this something your family did growing up?
 - c. Do you remember the first Christmas village house you owned?
 - d. What is your favorite part about the Christmas village?
4. What followup questions might be important?
 - a. Do you plan on expanding the village?

B-Roll:

1. What b-roll visuals will be important to convey the story? Keep in mind you should show what the interviewees are talking about.
 - a. Taking the boxes out of the attic
 - b. Setting up the Christmas village
 - c. Still shots of the village all set up
2. Any still images or charts or graphics?
 - a. No
3. Is the nat sound of the environment important? If so, be sure to record it properly.
4. B-roll ideas:

- a. Getting the boxes down from the attic together
- b. Setting up the mini Christmas village together
- c. Shots of the first house she had
- d. Shots of her favorite house

MUSIC:

- 1. What is overall “mood” and “feel” of the piece?
 - a. Cherry and Christmas-y
- 2. Music track ideas:
 - a. Something with a sleighbell sound or any public domain Christmas music

PERMISSIONS:

- 1. Am I allowed to film here? Do I need permission and/or a permit?
 - a. I am allow to film at my house
- 2. Will any people be in my shots? Do I need permission and/or release forms?
 - a. My mother will be in my shots and I have her permission

GENERAL:

- 1. What gear do I need to pack and bring with me for the shoot? Film gear, sunscreen, water, etc.
 - a. Camera
 - b. Tripod
- 2. How will I transport everything and keep it safe?
 - a. N/A
- 3. Are there any potential hazards or complications at this location?
 - a. No

SCRIPT

Name: Victoria Lorenz

Title: Mini Christmas Village Documentary

<u>VIDEO</u>	<u>AUDIO</u>
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<p>WS Beth in front of Christmas tree and mini village</p> <p>WS b-roll of getting houses out of attic</p> <p>MS of Beth talking CU of village</p> <p>CU of first house at multiple different angles</p> <p>WS of village CU of favorite house / favorite part</p>	<p>(Fade in music) (Fade down music)</p> <p>My name is Beth Lorenz and I have a mini Christmas village with x number of houses.</p> <p>When did you start decorating with the mini Christmas village?</p> <p>Beth's response to question.</p> <p>"Is this something your family did growing up?"</p> <p>Beth's response to question</p> <p>Do you remember the first Christmas village house you owned? Where did you get it?</p> <p>Beth's response to question</p> <p>What is your favorite part of the Christmas village?</p> <p>Beth's response to question</p> <p>(Fade music up) (Fade music and ambient out)</p>
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