

# BEING ON SET

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## POSITIONS

### **EXECUTIVE PRODUCERS (SHOW RUNNERS)**

- create the show
- usually they are the writers of the pilot

### **PRODUCERS**

- fix problems on set
- hire crew and control budget

### **WRITERS**

- create scripts and keep the show's voice consistent

### **DIRECTOR**

- chooses shots to tell story and gives actors notes

### **ASSISTANT DIRECTORS**

**1st AD** - runs the set and communicates for the director

**2nd AD** - creates call sheets and schedule for next day

**2nd2nd AD** - coordinates background actors

### **DIRECTOR OF PHOTOGRAPHY (DP)**

- is the creative partner of the director
- coordinates cameras and lights

### **CAMERA OPERATORS**

- put cameras/lenses together
- shoot the shots that the DP asks for

### **GAFFER**

- is the head of the lighting team

### **GRIPS**

- have many jobs: They build rigs for all departments. They set diffusion/flags in scenes and more...

### **SCRIPT SUPERVISOR**

- is in charge of continuity and coverage. They also send notes about what happened on set to the editor

### **COSTUME DESIGNER**

- is responsible for the look of all the wardrobe in the show.
- a COSTUMER is assigned to an actor

### **HAIR STYLISTS & MAKE-UP ARTISTS**

- are responsible for maintaining a character's "look"

### **PROP MASTER**

- makes or buys every prop (handheld item) in the show
- helps reset props between takes

### **SOUND MIXER**

- mixes sound from scenes to create audio track for editor

#### **Boom Operator**

- wires mics on actors
- captures sound for the mixer

### **STAND INS**

- are substitutes for the actors during rehearsals/lighting set-ups
- sometimes relay TECHNICAL notes to the actor

### **TECH ADVISOR**

- is a specialist in a particular field who helps the actor make some part of the performance look more "real"

### **ON SET ACTING COACH**

- relays Director's notes to actors
- helps the actor rehearse any part of performance

## TERMS

### **"ROLLING"**

We are beginning the shooting process so get ready and BE QUIET!

### **"CUT"**

The camera and mics will stop recording and the crew awaits further instructions

### **"GOING AGAIN"**

Reset because we are going to do another take of what we just did

### **"TURNING AROUND / NEW DEAL"**

We are done with that shot and will move on to a new shot or scene

### **"HUG THE LENS"**

Physically move closer to the camera (helps your co-star's eyeline)

### **"TEN-ONE / TEN ONE HUNDRED"**

Polite way to say that someone has gone to the restroom and will be back soon

### **"CAMERA LEFT / RIGHT"**

Directions as if you are the camera (opposites when you're facing the camera)

### **"SHOOT A SERIES"**

Do many takes in row without cutting (Usually a section of dialogue)

### **"HICCUP"**

Freeze where you are in the scene because we are going to reposition cameras without cutting

### **"THROUGH THE WORKS"**

The process of an actor getting ready for camera (Wardrobe / Hair / Make-up)

### **"LAST LOOKS"**

Called out to tell Hair and MU to do touch-ups in between shots

### **"M.O.S."**

We are not recording sound on this shot

### **"CRAFTY"**

The on-set snacks and drinks for crew and actors

### **"COMPANY MOVE"**

The entire crew is moving locations to a new set

### **"VIDEO VILLAGE"**

Where the monitors and Director's chairs are (V.I.P.s and department heads sit here)

### **"CALLING GRACE"**

We are going to continue shooting for a short while even though its our scheduled lunch time

### **"WRAP"**

Work is finished either for the day, the show/movie, or an actor

### **"(HOT) POINTS"**

Something dangerous (heavy/sharp/hot) is coming around a blind corner

### **"ROOM TONE"**

Shh. Sound is recording the silence of the room

### **"A.D.R"**

Post production looping of dialogue done in studio