

Questionnaire

Production Managers, Production Coordinators, 1st AD's

WAYA

Stefan Jablonski
January 30th – April 2nd

Production Manager

INSTRUCTIONS: Questionnaire below is divided into 4 sections. Fill out appropriate section for the role you played on each film you crewed (PM, 1st AD, PC). (You may not have played the hands-on role in certain categories listed under your role e.g. vehicles - but you're responsible for gathering the information from your production colleagues, including your DOP, Designer, etc). The point of this is to collectively produce a catalogue of specific resources and advice that other students can use for their student films.

Answer in succinct point form (one word answers are sometimes appropriate!). Most important: Be VERY detailed!!! Names, addresses, phone numbers in particular!! DON'T generalize -- much more useful to have very specific stories of things that happened. KEEP IN MIND – your colleagues are reading these, so be sensitive to everyone's feelings – find ways to point out problems and solutions without assigning blame per se. Some of the info below might seem to duplicate what you've already presented in your production presentations – but the point of all this is to post-mortem/review your choices – summarize what actually happened.

POST this questionnaire (with your answers) online in FILM-411 site. Post with your last name and 'questionnaire' and date e.g. Veninger-Questionnaire-01-26-15 –also include in your final delivery BINDER with documents as requested e.g. call sheets, budget/cost reports, DPR's, contact lists, one-line schedules, menus, stills! etc.

PRODUCTION MANAGERS

PREP

Outline the week-by-week prep schedule you followed for your film. Must be very detailed schedule, and include all the stages of: Casting, location scouting, equipment booking, crewing, rehearsals, booking vehicles, tech survey, production meeting – and other items? With each category, indicate whether you did this too early, too late, or neglected aspects/details.

PREP SCHEDULE – “Waya”

**** If you have any questions please call **PM Stefan** *****

January 8th, 2015

1230-1430
Cars, Fill Crew,
w/actra, grants,

Crew Meeting- Sign Fin. Agreement, Crew Memos,
location permits, equipment, budget, registered
insurance
@ CFT 108
Adrian, Stefan, Lane, Carlie, Nick, Daniel

January 14th, 2015

1330-1430

Crew Meeting- Art dpt, Fill Crew, location permits,
equipment, budget, registered w/actra, grants,
insurance
@ CFT 108
Adrian, Stefan, Lane, Carlie, Nick, Daniel, Julian

January 16th, 2015

1230-1430

Location Scouting- casting breakdowns posted

@ Maple
Adrian, Daniel, Lane, Jessie, Nick, Meagan

January 17th, 2015

1000-1600

Auditions
@ UTF
Adrian, Daniel, Lane

January 18th, 2015

1200-1630

Auditions
@ Passe Muraille
Adrian, Lane

January 20th, 2015

1230-1430

Location Scouting
@ Rouge Park
Adrian, Jessie, Carlie, Nick, Meagan

January 21st, 2015

1230-1330
schedule,

Crew Meeting- Location issues, transport, shooting
equipment
@ CFT 108
Adrian, Stefan, Lane, Nick

January 22nd, 2015

1500-1630

Auditions
@ CFT 104C
Adrian, Lane, Daniel

January 23rd, 2015

1000-1615

Crew Meeting- transport, equipment, van rental,
crew/cast list, art, script locked, shotlist, one line,
shooting schedule, call sheets, DOOD list, food
allergies
@ 265 Cook Rd
Adrian, Stefan, Lane, Nick, Meagan, Carlie, Julian,

Jessie, Daniel

January 24th, 2015

1200-1530

Crew Meeting-transport, art, script locked
@ 265 Cook Rd
Adrian, Stefan, Nick, Meagan, Carlie, Julian, Jessie,

Daniel

January 26th, 2015

prepped

Shooting schedule/One line locked, Call Sheets

January 27th, 2015

Cast locked

January 29th, 2015

1600-1900
call crew/cast

Pick up equipment/vans/rentals, send out call sheets,

When did you sign up your PC, DOP and 1st AD?

First Week of January, but they were committed before Christmas.

What was division of labor between you and PC?

I did all of the Coordination in terms of Crew/Equipment/Paperworkj Adrian looked after Financials/Cast/Location

What was the best thing you did in prep?

Book Tents and heaters and get our craft from Costco.

Have weekly round table meetings at my house around a huge boardroom I set up where the whole team was there to collaborate/ problem solve in person.

What did you forget to do in prep?

Double check the DP's responsibilities and make sure what they were telling me was feasible.

Nothing else was forgotten in Prep... we were as prepped as possible considering 3 week prep time.

PRODUCTION MANAGEMENT

What software did you use for scheduling, budgeting, script breakdowns?

Scheduling – Google Drive, Excel, Apple Calendar

Budgeting – MS Excel, MS Word

Script Breakdowns – MS Word

What templates did you use?

All of Ingrid's provided templates, and an additional script breakdown template.

Anything you should have done on the tech scout but didn't?

Should have been available for the one location scout, which I trusted the DP, Director, 1st AD and Art department to approve the location. If I had gone I would've understood the hike into the woods takes way too long to shoot 4 days of.

Any specific insurance issues?

No insurance issues.

Getting them last minute was stressful sometimes.

Equipment: list all places you sourced equipment other than York – names, addresses, contact info (including names) – describe in terms of helpfulness, support, any deals, any mishaps

BUDGETS & COST REPORT

Post your final cost-report – budget template includes the column of actuals – actual amounts you spent – and variances (over or under spent). (If there are any figures that are confidential for you or your director, that's ok – just note as 'confidential' beside item, and mark \$0)

SEE ATTACHED in EMAIL!

Anything you forgot to budget for? This is crucial – make this a definitive list.

4x the hand warmers we thought we needed.
Reshoot day
TOTAL Gasoline (hard to predict as vehicles were added last minute)

Biggest regret, budget-wise?

Allowing the DP to spend his own money on non-approved items and then charging the production.

Budget thing you're most pleased about?

Before Reshoot /DP being irresponsible, the budget was spot on.

With parking tickets by cast/crew, who paid?

No parking tickets.

With damages/accidents/losses, who paid?

Tent from Film and Events was torn when wind blew it into tree.
Adrian paid \$75 for repair as was written in the contract the director covered all overages.

Any issues with Whites/PS grants, in terms of \$\$\$?

No they gave us everything for free because we got all of our grant application in on time.

CREW

Post your final crew list – who actually worked on the film. Update the list, and be precise – if they only worked 4 of the 5 days, tell us why.

Which crew positions were hardest to fill?

Grips
PA's

York Crew: any specific crew members who you know are looking for other sets to work on, and who you'd recommend?

Eric Bizzari

Non-York crew: who are keen to work on other student/indie films, list their names and contact info here, along with details about their special skills: in particular, production designer, all art dept roles, steadicam, sound recordist, dolly grip, make-up, costume, animal wrangler, craft, stunts...

MIKAELA THOMPSON - Assistant Production Management/Coordination/Line Producing
mikaela_862@hotmail.com

In hindsight, which crew members were you missing?

- Dedicated grips.
- 2nd AC
- Dedicated Boom Op

Which departments were strong? Which were weak?

ART and Management were strong organized and efficient.

Camera Department hadn't though through the logistics of shooting close to thoroughly enough before shooting.

Describe 3 specific crew/production conflicts/problems/mess-ups (major, minor) and how they were resolved? And... in hindsight, how you'd help to resolve it differently next time.

Day 1 – Shooting too far from parking area, had to lug equipment back and from and it took and hours each way in the blistering cold.

End of Day 1 I made director and DP shoot beside parking because there was no reason they couldn't shoot right there. Saved us major time and effort for day 2 and 3.

Red Camera batteries Dying after five minutes

Shooting continuously was almost impossible because the batteries only lasted 5 minutes in the cold. We set up a generator specifically for the camera in order to solve this problem. Although loud, we covered in sound blankets to reduce engine noise. Made it easier to shoot continuously for the remainder of the shoot. Next time we wouldn't use the Red and would have enough generators to have for contingency.

Final Day Snowstorm

On Day 4 we were snowed out by a foot of fresh powder. We had to make the call first thing in the morning despite our best efforts to leave York and make it to set.

A Reshoot day was scheduled and planned to makeup for it. A skeleton Crew was used.

What I learnt from the reshoot was that a skeleton crew was probably all that was necessary during principle photography and made production much more efficient.

What made the crew efficient?

- Hot Lunch everyday
- Hot Drinks
- Hand Warmers
- Sunshine
- Wrapping on time

What made the crew slow down?

The Cold
Camera Failures
Conflict between talent and director

What made the crew grumpy?

- The Cold
- Lack of Leadership on set
- Lack of on-set delegation skills

What made them happy?

Craft in general - Breakfast Bagels, BBQ lunches and hand warmers.

Hot coffee in a thermos in my truck when I drove in every morning before craft table was even set up.

EQUIPMENT**List EACH supplier and what you got from each (Whites, PS, York, etc).**

Be specific: number of HMI's, number of kinoflos, Peewee dolly, 20 feet of track, etc.

Best equipment decision. Worst equipment decision.

BBQ on set was definitely the best decision.

Heavy Cam- Slider we never used and ended up being incompatible with tripod head was easily the worst equipment decision.

What got broken? Lost? Stolen?

Nothing Lost or Stolen.

A tent rental got pushed into the tree and tore the top of it. Make sure to Sandbag immediately once the tent is up.

Night exteriors: equipment advice?

N/A all daytime shoot.

Small interiors: equipment advice?

N/A all outdoor shoot.

Car rig: advice?

N/A

Steadicam: advice?

No Steadi cam on this set.

Dolly: advice?

No dolly shots on this set.

Genny: advice?

-CHECK THE CHOKE ALWAYS !

-Always have backup gasoline before you need it.

-Fill Gerry cans Every night.

-Have DP plan power usage extensively! So they don't end up chewing into the heater power supply.

HMI's: advice?

HMI's worked fine.

Tape hand warmers to them to keep warm and working.

Favourite new toy!

Gordie's generator

And the Barbeque from Adrian's Frat house!