

<b>Collaborative Film Assessment Timeline</b> <i>All dates beyond 5/23/25 will be set once the 2025-26 school schedule is released.</i>	
<b>Task</b>	<b>Deadline</b>
Form Core Production Team	May 16, 2025
Develop Group Norms	May 16, 2025
Develop Individual Intentions	May 23, 2025
Develop Film Treatment	May 23, 2023
Demonstrate understanding of requirements	May 23, 2025
Individual Research	Summer, completed by end of week 1
Script Drafts and Review	Summer, completed by end of week 1
Preproduction Deadline	After Labor Day
Preproduction Summative Conference	After Labor Day
Production Deadline	Q2
Rough Cut Peer Review	End of Q2
Collaborative Report Complete Draft Submission & Peer Review	Q3
Action Conference	Q3
Final Cut sign off	Early Q4
Submission of Report and Film to Managebac	Early Q4

### Individual Research

- Annotated bibliography for Collaborative Film Preproduction
  - At least 1 Source for your defined filmmaker intentions
  - At least 1 source for your film role
  - At least 3 sources (can be shared in group) regarding film genre, film setting, film costumes/props, collaborative efforts, preproduction needs/elements
  - 1 paragraph for each source (no more than 8 sentences) explaining how the source has or will help collaborative film project.

### Script Drafts and Review

- Draft 1 of Script
- Script notes from each group member that demonstrate reading of and constructive criticism for script rewriters that consider
  - Your film role
  - The mark bands for this assessment

- Your limitations as a film group (time, budget, location, etc)
- The genre conventions in the script
- Narrative structure and character development.

### Pre-Production Requirements

- The following documents should be available in one location that I can access and view:
  - Typed costume list
  - Typed props list
  - Evidence of location scouting (photos)
  - Evidence of casting
  - Floor and lighting plans for all locations and sets
  - Contracts/evidence of permission for all locations and all talent
  - Storyboards
  - Working script draft
  - Shooting script
- A typed, 1 page, personal reflection for the pre-production process that is specific to your role during this project and considers and reflects on the following
  - The provided IB Handout for suggestions for your role during the Preproduction stage
  - What went well and what did not. What you learned from this, how you think these successes and issues will help or impact production.
  - Reflect on your ability to collaborate as a team. How are you making decisions, solving conflict, getting things done.
  - Considers the IB Learner profile – what qualities are you practicing? What are you observing in your team members?
  - References your research and defined intentions
  - Include photographic evidence, where relevant (for example two locations your team had to discuss and choose between and how you reached your decision.
- Preparing for your Summative Group Conference which will take place early in Q1– in this conference you will show me your script, your story board, your planning for production, and walk me through the contributions of each group member, specific to their role. You will be graded based on the quality of your work, evidence of collaboration, and individual contributions. It IS possible for group members to score higher or lower than each other! This conference and completion of all preproduction items, by all team members, is required before your group can move to production. **MEANING before you start filming!**