

Chapter 5 - Hierarchy Of A Production - QuizPrint

1. What are the responsibilities of an AD, and why are they so vital to a production?

AD (Assistance Director) is in charge of the day-to-day on set operations, he makes sure that everything is moving in a timely matter, liaison between producer and director, under the assistant director is a second assistant director,

The Second Assistant Director is responsible for liaison between the director and the rest of the crews, he also liaison between set and production office. He is also responsible for time cards, call sheets, tracking daily progress against production schedule and maintain sense of order.

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2. Define in as much detail as possible what "below the line" means.

Below the line are members of production who are responsible for getting the film done physically, they are different departments which each has its own essential roles to get the film done,

If the director and the producer are the heart of the film the below the line individuals are the hands that build, maintain and execute, example of these individuals:

Script Supervisor: in addition to keeping the most updated draft of the script on hand he is responsible for maintaining the motion picture continuity that refers to the consistency of people, props, sets, wardrobe and others. they avoid continuity errors which can be something as small as the level of drink between shots and it can be as big as a drastic change in appearance of one of the actors while shooting.

Other interesting duties include ensuring camera eyeline is correct, slating and he is responsible for tracking and recoding the daily progress of production?

Art Director: The leader of the art department they work closely production designer to develop the artistic look of a film from sets to props even sometimes the atmosphere, they must keep track of the department's budget and monitor scheduling.

Assistant Director: as mentioned above he is in charge of the day-to-day on set operations, he makes sure that everything is moving in a timely matter, liaison between producer and director, under the assistant director is a second assistant director who liaison between director and the rest of the crew he also liaison between set and production office.

Director of Photography: He is the person responsible for the photography of a film, they creates the look and the feel of a film, they are in charge of camera and lighting crews also responsible for technical and artistic decision regarding the look of a film. (they work closely with the director to bring the director's vision to life).

Line Producer: He is the general manager of daily operations during production, the line producer works closely with the director to oversee budgetary production needs, it is the line producer's responsibility to ensure the production is under budget.

Unit Production Manager: The onset producer, responsible for the day-to-day budget and schedule, they worry about everything and hover everyone's shoulders to make sure everything is going on track and nothing is being screwed up,

The always have couple of production assistants (PA)

PA are usually young people who are just starting there career and breaking to film making.

Location Manager: He is the one responsible for finding and securing the location for each shoot in a film.

Costume Designer: works alongside the director, production designer and other creative individuals within the crew, the main goal of the costume designer is to enhance a character's personality they work to reveal personality traits, related time period and also develop the over all theme of a film.

Make-Up Artist: applies makeup on actors, some times the job is as simple as making the actors looks good on camera, other times the job is extreme to the extend of turning everyday human to a monster or fantasy creatures which are characters that need sophisticated make up.

He may also handle special effects such as blood and broken bones.

Sounds Mixer: Responsible for getting the best production sound possible, he is a member of the smallest department in a production, he is responsible for onset sound under this person is a boom operator and cable wrangler

What are the must-have qualities of a PA? Why are they so important on a film set?

The must have qualities of a PA are:

- Punctuality: respect his time (be early)
- Attentiveness: listen, learn and follow directions precisely.
- Flexibility: adapt quickly and respond to changes, work on mentor's timelines.
- Clarity: Communicate verbally or in writing in a concise and explicit manner.
- Calmness: Don't panic, be the source of reason.
- Professionalism: have a good attitude respect others and dress appropriately.
- Bravery: Don't be afraid to ask questions when you don't know.
- Responsibility: take the job seriously and own up his own mistakes

The PA is important in any film because he/she can accomplish wide variety of tasks as he is the one who foresees what everyone on set wants, PA make sure to make things done even before they are asked to,

They are deft and they do keep their word so they get a lot of things done in the set, also they liaison between the director or producer and the rest of the departments and crew.

If one person in a film crew is missing that could stop the whole production and filming, this person could be the PA!
