

Chapter 5 Quiz

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

The Assistant Director takes care of all on-set, day to day operations. There is also a second assistant director under this director who helps be the messenger between the rest of the crews. The second AD is in charge of time cards, call sheets, tracking the daily progress in comparison to the production schedule, they maintain a sense of order. They are so vital to the production because without them it would be very hard to keep everything in line and on schedule.

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

“Below the line” refers to the members of a production that are hands-on. They are responsible for physically getting the job done. The positions included in this term are the assistant director, art director, line producer, location manager, the DP, costume designer, the unit production manager, script supervisors, make-up artists, and the sound mixer. They all play a vital role in turning the film into its final production.

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

A PA is important on a film set because they are the person who tries to take care of all the issues, and things people may want, before they ask for it! The must have qualities are punctuality, flexibility, clarity, calmness, attentiveness, professionalism, resourcefulness, vigilance, bravery, responsibility. A mix of all of these qualities and you are sure to succeed as a PA!