



# MHA.COLLAB.FILM

MHA Collaborative Film Project  
GAT 199: Video Making Workshop  
Nueta Hidatsa Sahnish College & University of Colorado - Boulder



# WELCOME TO THE MHA VIDEO WORKSHOP!

**Documentary Film – Stories from your own experience**

What I see, hear, taste, smell, experience, feel, love, am frustrated by, want to change, envision in the future, what I dream...Where did I come from...Where I live now...Me, my family, my friends...



# DAY 1: PRE- PRODUCTION

Review videos, get to know each other,  
come up with some ideas!





# WELCOME!

Review of what to expect this week.



# Workshop Overview

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Introduction	Video Recording Tips	Intro to Editing	Additional editing techniques	Finish Editing
Sample Films	Audio and Lighting Tips	Editing your film/ Continue shooting	Capture additional Footage/Editing	Save and Upload by 3pm
Idea Development	Interviewing Tips			5pm Screening Party!
	Scavenger Hunt			
	Idea Development Making a Plan			



# INTRODUCTIONS



# Review of Sample Short Films

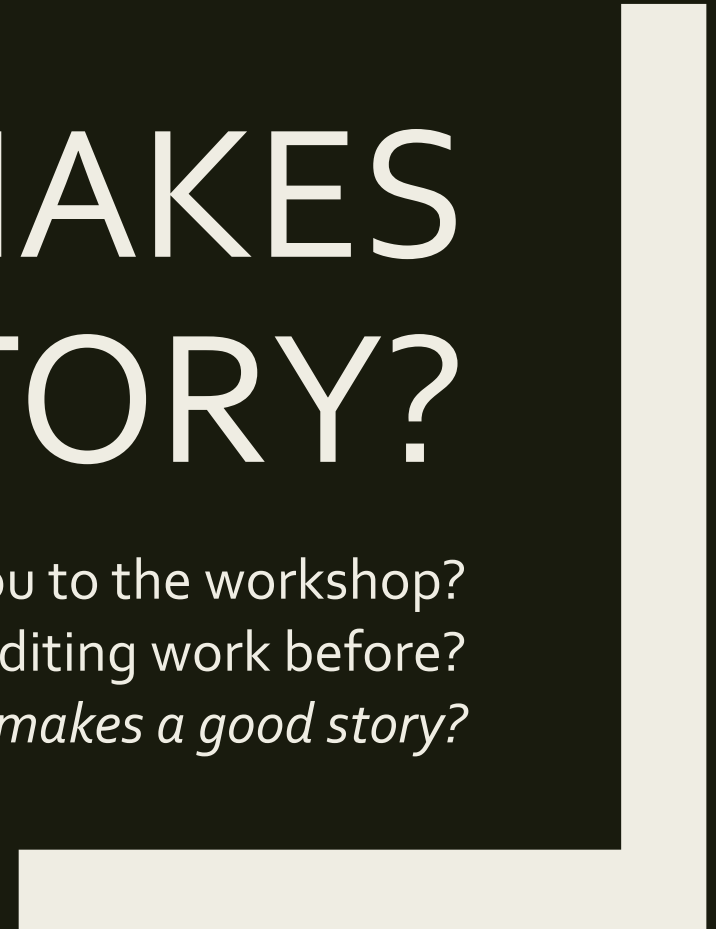
(2-10min, same  
length as yours)



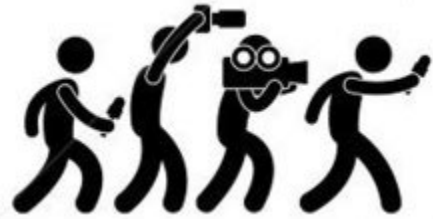


# WHAT MAKES A GOOD STORY?

What brings you to the workshop?  
Have you done any video or editing work before?  
*What makes a good story?*







# Film Crew Positions

- **Producer** – makes things happen, like a project manager
- **Director** – calls the shots as they're happening, person who has the vision and makes decisions
- **Camera Operator** – recording the image
- **Sound** – records the sound (may be same as camera operator)
- **Editor** – reviews and decides which footage to use and what order it should go in to tell the story; they bring it all together at the end, with director's guidance

*One person can do all of these roles, and multiple people can do any single role. Do any of these positions appeal to you more than others? Think about which ones you might like to try.*

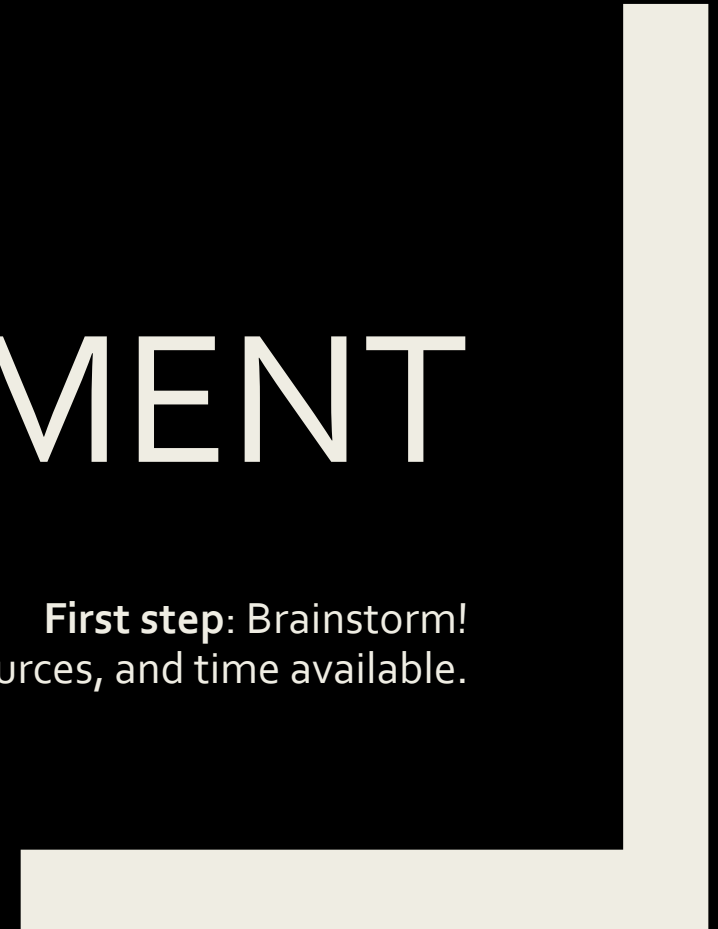




# IDEA DEVELOPMENT

**First step:** Brainstorm!

**Second step:** Develop your idea taking into account your interests, resources, and time available.





# Large Group Brainstorming

**Let's come up with some sample ideas!**

**Then.. Large group idea development example**

We will take one idea and develop it into a plan for a project as an example.



# Small Group Brainstorming!

- **First, introduce yourselves** – you will be working together throughout the week.
- Do you have any filmmaking background?
- Why did you want to take this workshop?
- **Brainstorm some ideas** that you might have for a short film; come to consent as a group about which ideas you'd like to develop.



# Small Group Idea Development

- What is the goal/purpose of the video? Who is your intended audience?
- What is it about?
- What is the content/information you want to convey?
- What is the creative approach you want to take?
  - Narrative Style: Voice over with pictures explaining the story
  - Documentary Style: Let others tell the story with testimonials, interviews, etc.
  - Drama Style: Use actors with directed action to tell the story
- What do we have to work with - what are resources, places, people do we have access to in the next few days?
- What do you hope the viewer will think or feel afterwards?

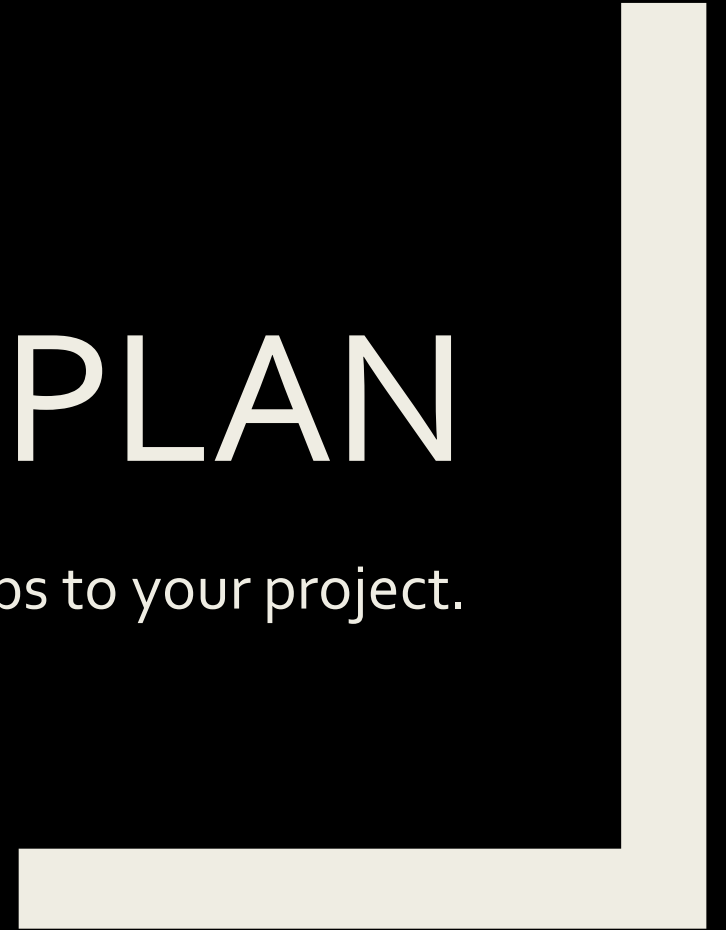


# Overview of Your Film

- Goal of your Film: \_\_\_\_\_
- Audience: \_\_\_\_\_
- Creative Concept: \_\_\_\_\_
- Length: 5-10 minutes
- Production Schedule: Video should be ready to play in five days
- Responsibilities: (roles can be shared; it's just important that each role is filled, and that everyone knows who is responsible for each)
  - *Producer(s)*: \_\_\_\_\_
  - *Director(s)*: \_\_\_\_\_
  - *Camera/Sound*: \_\_\_\_\_
  - *Editor(s)*: \_\_\_\_\_

# MAKE A PLAN

Identify the next steps to your project.





# Potential Locations and Interviewees

*Discuss and write down*

**Subject matter of film:** \_\_\_\_\_

**Intended audience:** \_\_\_\_\_

**POTENTIAL LOCATIONS/EVENTS FOR CAPTURING FOOTAGE:**

**POTENTIAL PEOPLE TO INTERVIEW:**



# DAY 2: PRODUCTION BEGINS

Learn how to use the camera, go out and start shooting some video!



# Workshop Overview

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Introduction Sample Films Idea Development	Video Recording Tips Audio and Lighting Tips Interviewing Tips Scavenger Hunt Idea Development Making a Plan	Intro to Editing Editing your film/ Continue shooting	Additional editing techniques Capture additional Footage/Editing	Finish Editing Save and Upload by 3pm 5pm Screening Party!

# REVIEW FROM YESTERDAY

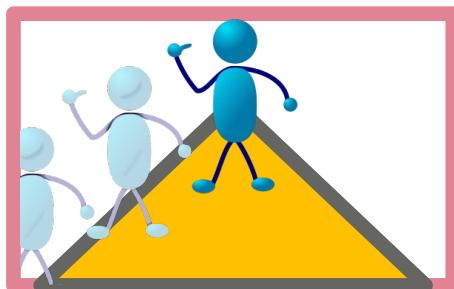
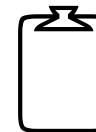
What are the film ideas you decided to work on?  
Did you contact anyone for interviews, or find any good locations?  
Any questions?

# VIDEO RECORDING TIPS

Framing shots and camera angles.

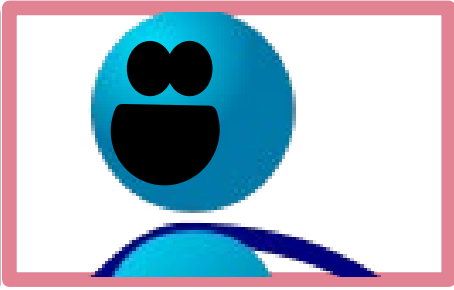
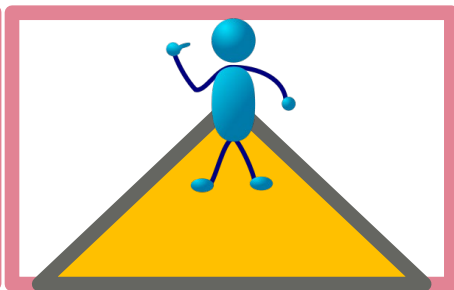
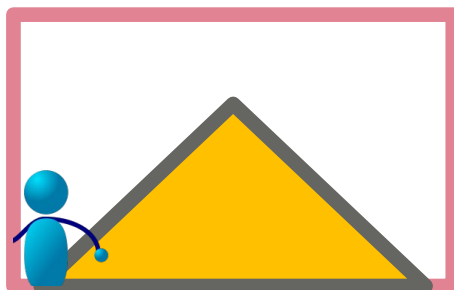


# Some Vocab: Shots, Scenes, Sequences

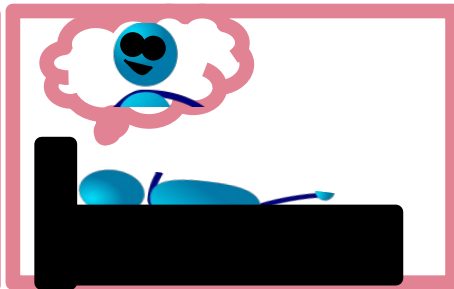
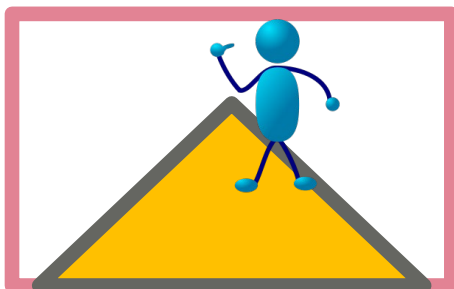
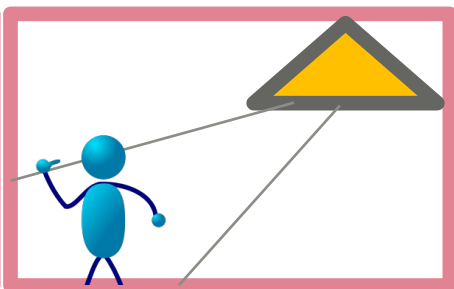


**SHOT**  
(press start to press stop)

**Story:**  
**My Dream Vacation Finally Came True!**  
(Traveling to Egypt to visit the Pyramids)



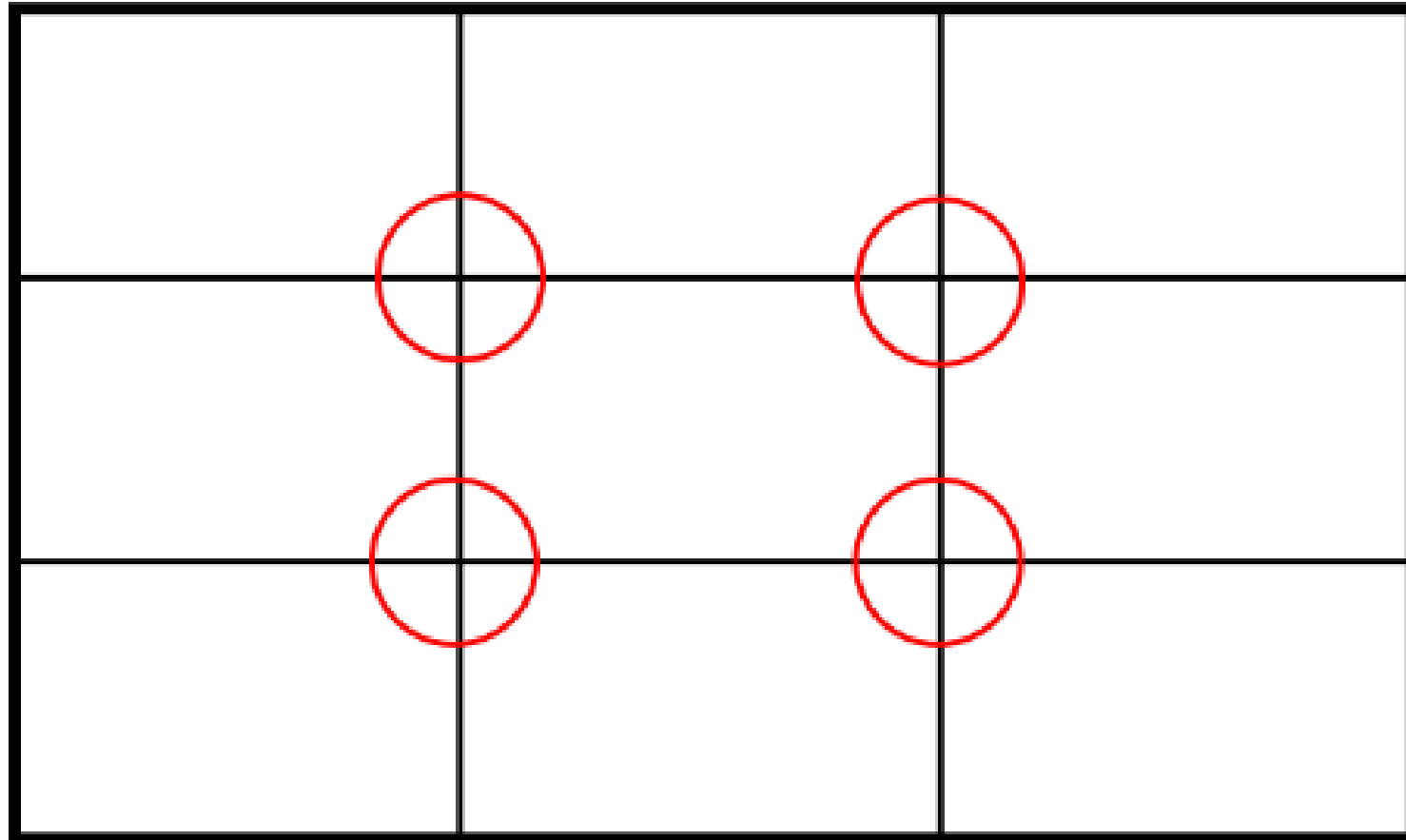
**SCENE**  
(all at pyramids)



**A SEQUENCE**  
(planning trip,  
going to pyramids,  
back home)



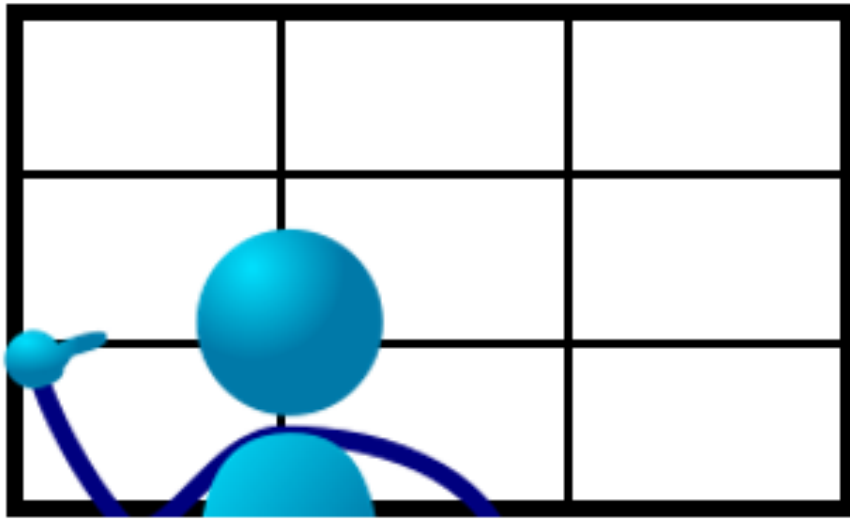
# Framing Your Shots: Rule of Thirds



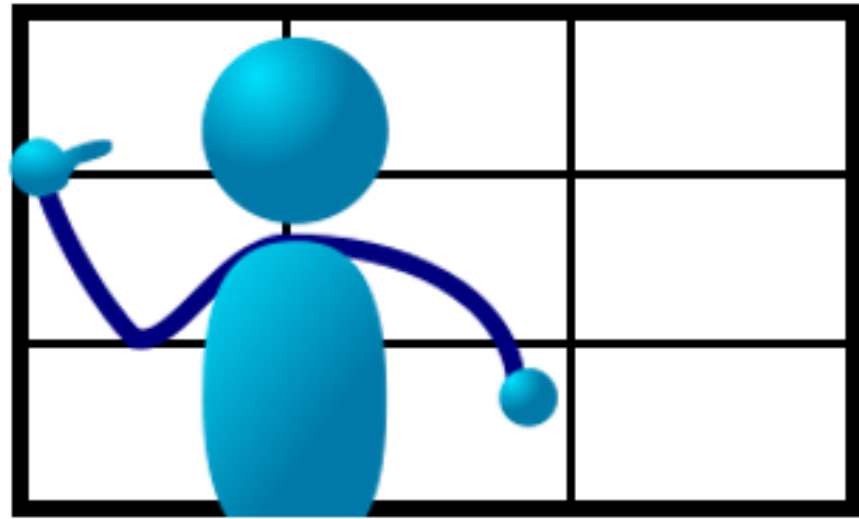


# Framing Your Shot: Head Room

Ok...



Much Better!

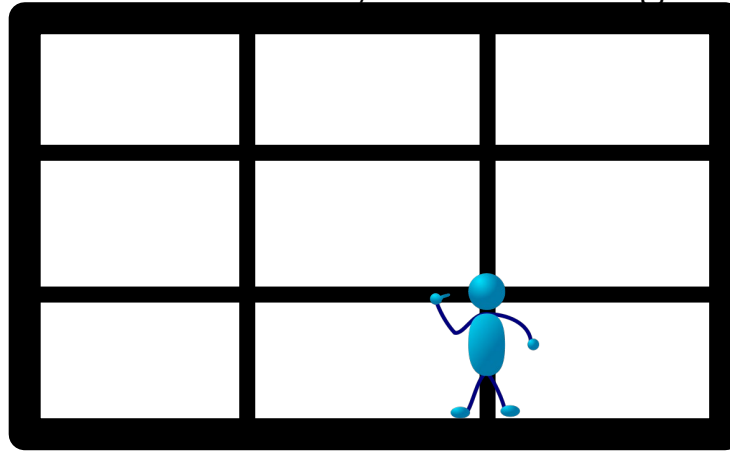




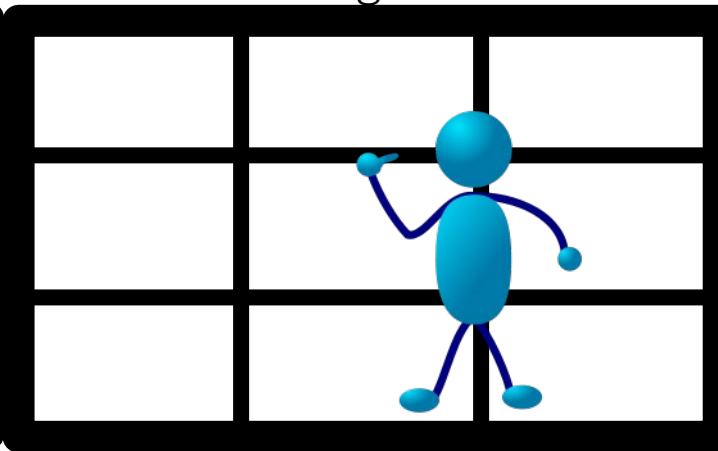


# Framing Your Shot

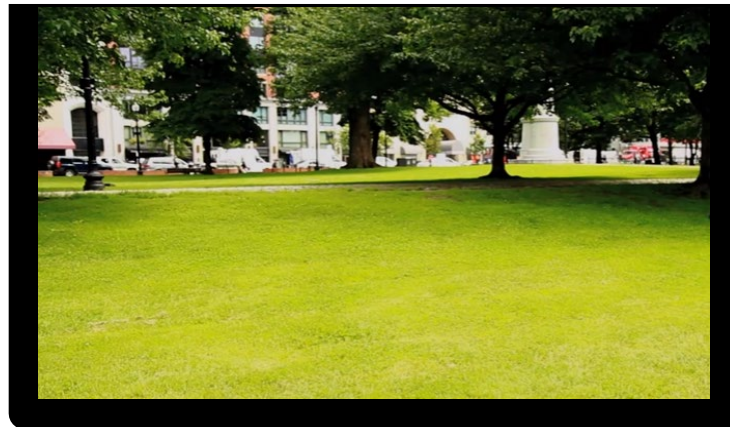
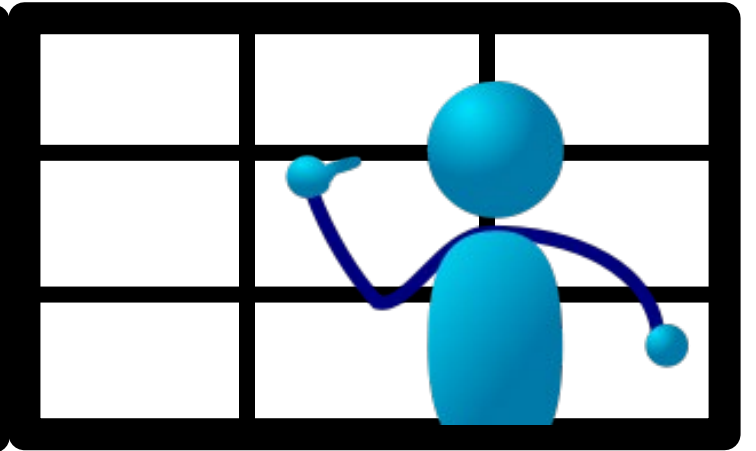
Wide Shot / Establishing Shot



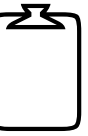
Long Shot



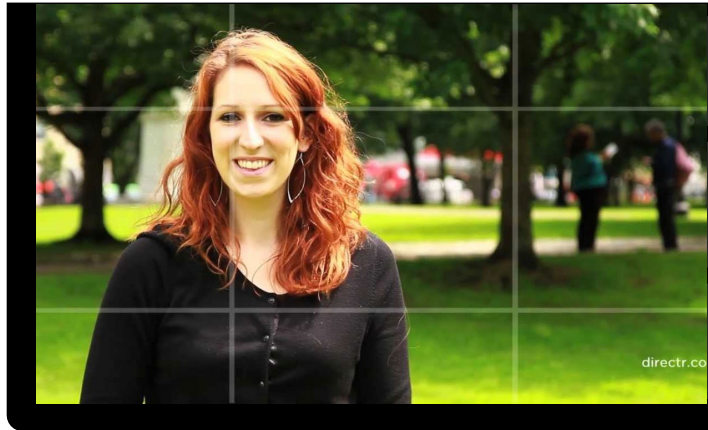
Medium Shot



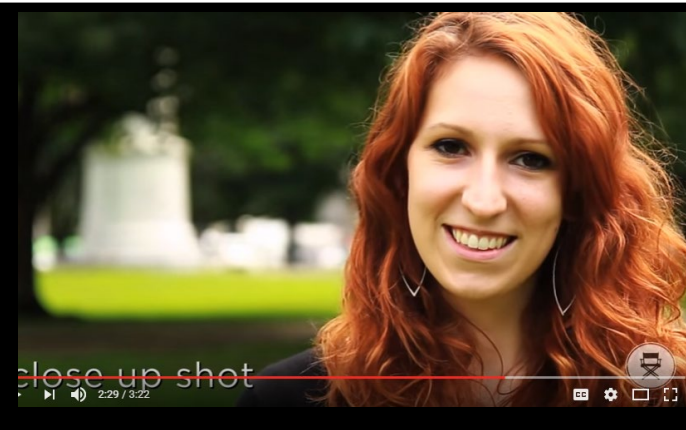
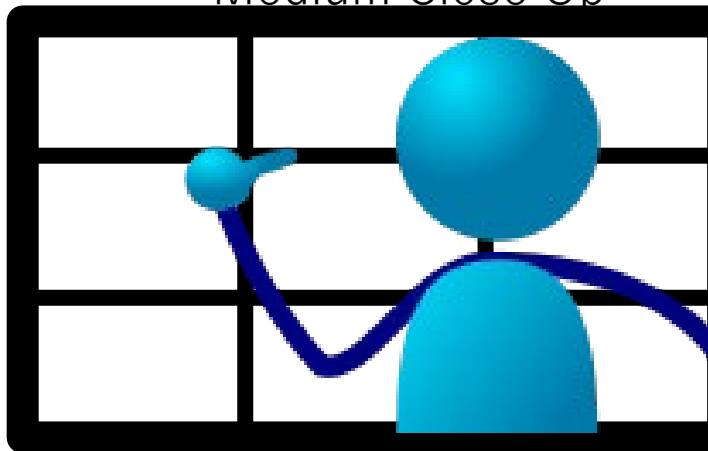




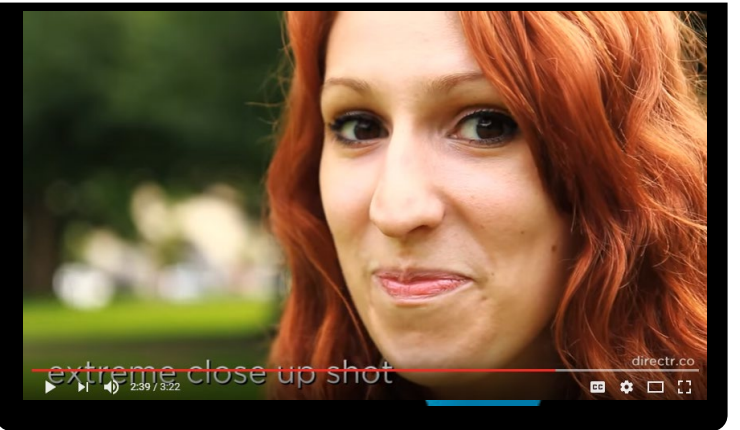
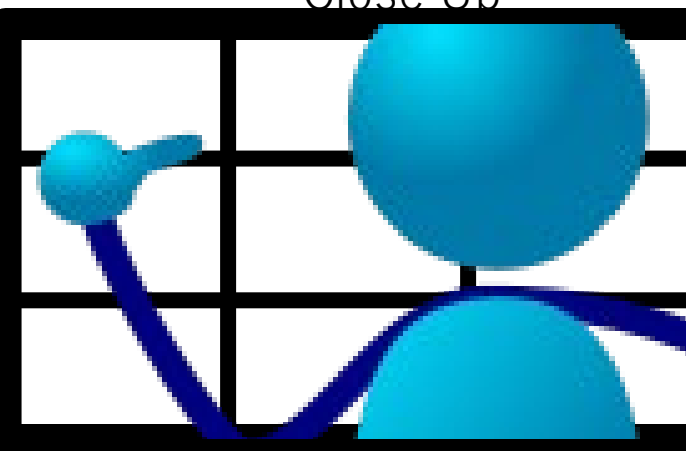
# Framing Your Shot



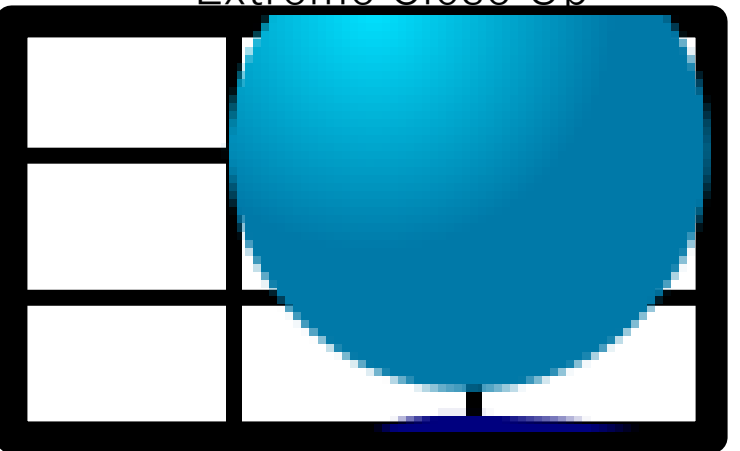
Medium Close Up



Close Up



Extreme Close Up





# Camera Angles

Shot Angle is **determined by where camera is placed**. Angle really affects what an audience feels when viewing the film. Most shots are done at eye level → which is a basic, neutral angle.

Neutral/Eye Level Shot



*From Guardians of Eternity*

High Angle Shot



Low Angle Shot



“Dutch” Angle Shot

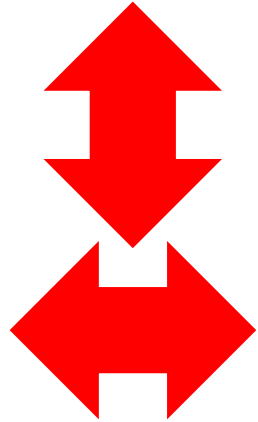




# Following a Subject in Motion



How to move the camera



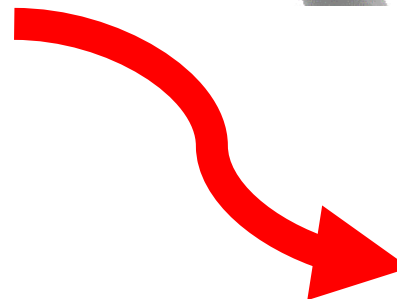
- Tilt

- Pan

- Handheld



- Tracking





# Following a Subject in Motion



How to move the camera

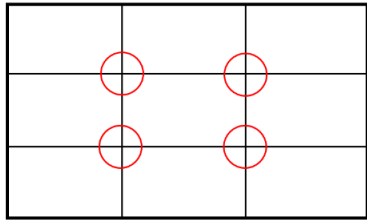
## ■ ZOOM



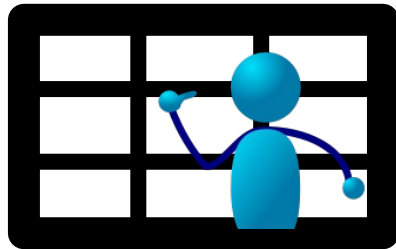
### *ZOOM TIPS*

- Best if used on a tripod
- Handheld it gets really shaky
- Use a zoom to change the frame of your shot, but not during the shot while the camera is rolling (unless you plan to cut it out during editing).

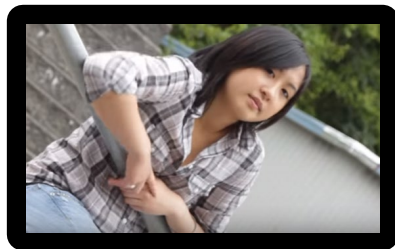
# Video Tips to Keep in Mind



- Frame your shot using the **rule of thirds**, avoid too much head room.



- Have more or less of your **subject in the frame** depending on whether it is an “establishing shot” to provide context and how “intimate” you want the audience to feel with the subject.



- Consider how you want to **angle the camera** and how you want to follow motion in any given scene – without words, you can communicate powerful, powerless, frantic, calm, etc.

# AUDIO & LIGHTING TIPS

Good sound quality is essential; be creative to get the best lighting possible.







# Good sound quality is essential!



Types of Microphones with our gear:



- On camera



- Lapel/Lavalier, wireless

- Shotgun Mic

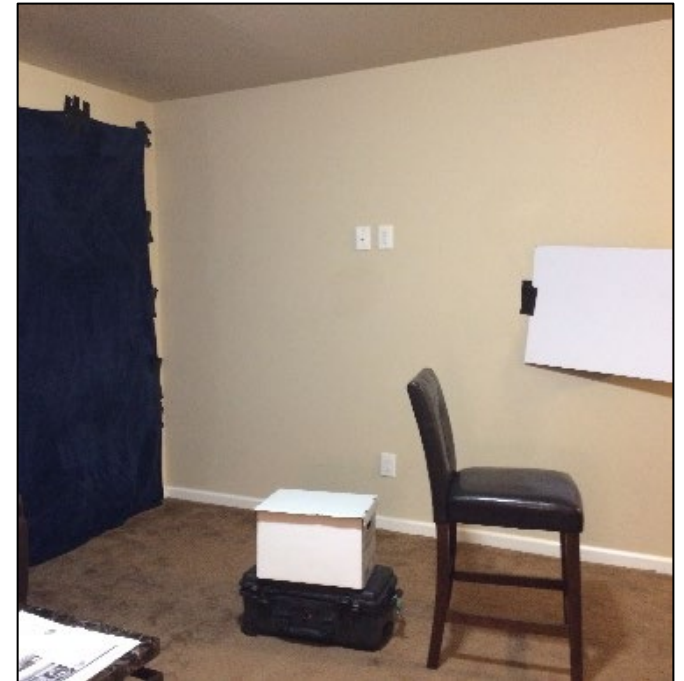
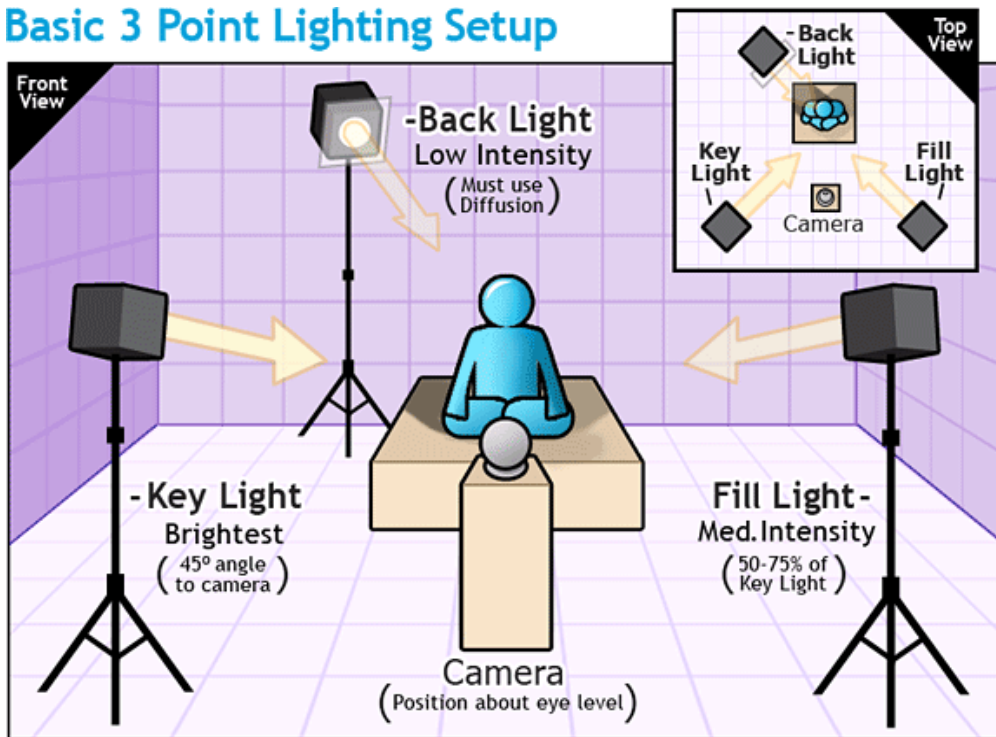


*Always test the microphone! (test while recording, stop, listen to test recording, then start official recording)*



# Lighting: Improvise... be creative!

## Basic 3 Point Lighting Setup



Ideal lighting setup



# INTERVIEWING TIPS

Asking permission, asking good questions.





# Setting up an Interview





# Interviews: Some things to keep in mind

- Asking **Permission**
- Is the interview location quiet, and **comfortable**? Inform your interviewee that you will be editing out parts of the interview, so stopping for a bit, clearing their throat, getting water, restating something, is all fine.
- Pauses and **silence are ok** (allow for some silence, let the interviewee time to think or add more)
- **Respectful** listening (don't worry about your next question – keep listening!)
- Taking **notes** (up to you: some interviewers like to make a quick not for an idea for a follow up question)
- What makes a **good question**? Avoid questions that can be answered with a yes or a no. Consider questions that ask someone to “tell me about,” or “tell me a story about.”



# Interview Preparation (if in your plan)

- How will you ask permission?
- After you turn on the camera, ask interviewee to state their name and (again) ask if it is ok to record so it is captured on film.
- Discuss and write down sample interview questions.

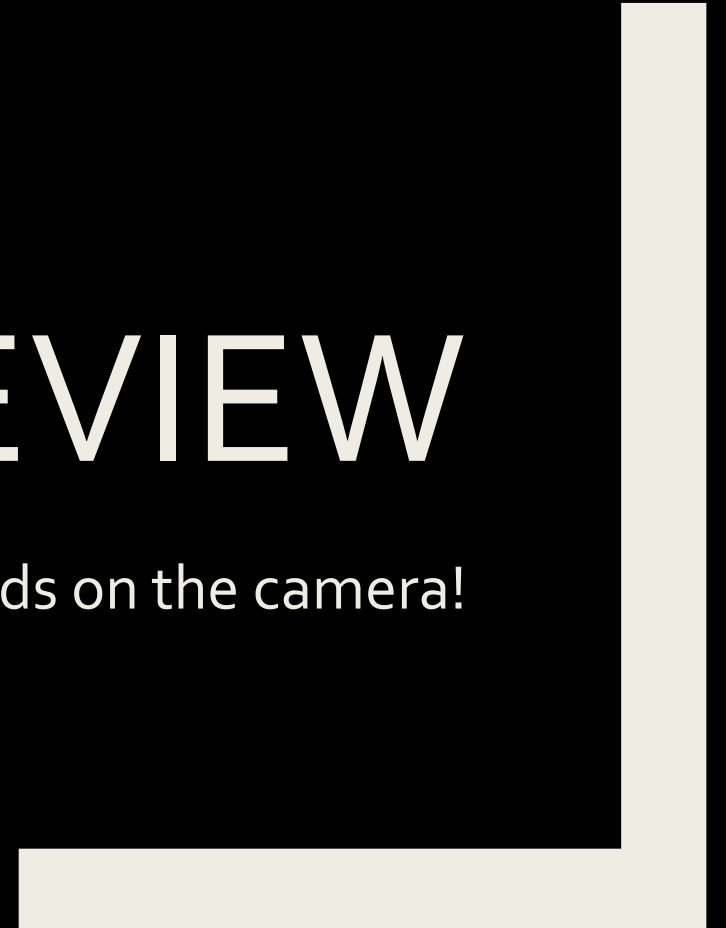
Be sure to ask at the end of the interview:

- *Is there anything else you'd like to add?*
- *Would you like a copy of this recording?*
- *Would you like to be notified where to find the finished film online?*

Remember to **get their contact information** (address, phone, email) and the proper spelling of their first and last name.

# EQUIPMENT REVIEW

Time for hands on the camera!





# Review the equipment you will use

*Each camera set up is slightly different, but they should all have the following equipment:*

- **Camera** – review How to record, How to view what you recorded, White balance, zoom, pan
- **Tripod** –always use a tripod when possible
- **Microphones**
  - *On camera mic – try to avoid relying on this microphone*
  - *Shotgun mic – only picks up good sound in the direction that it is pointed*
  - *Lapel mic – good for interviews or clear sound when walking around with someone*
- **Lights** – be aware of lighting issues; improvise and be creative with light sources!

***Remember to always test equipment before recording.***

# SCAVENGER HUNT!

Go out and capture some shots!





# Capture Basic Shots and Camera Motions

LOCATION 1: \_\_\_\_\_

Remember: 10 seconds per shot

- ES - Wide/Establishing Shot
- LS - Long Shot
- MS - Medium Shot
- MCU - Medium Close Up (*ask your subject to explain or describe the location*)

CU - Close Up (*do the close up of something they described in the location*)

ECU- Extreme Close Up

LOCATION 2: \_\_\_\_\_

Remember: 10 seconds per shot

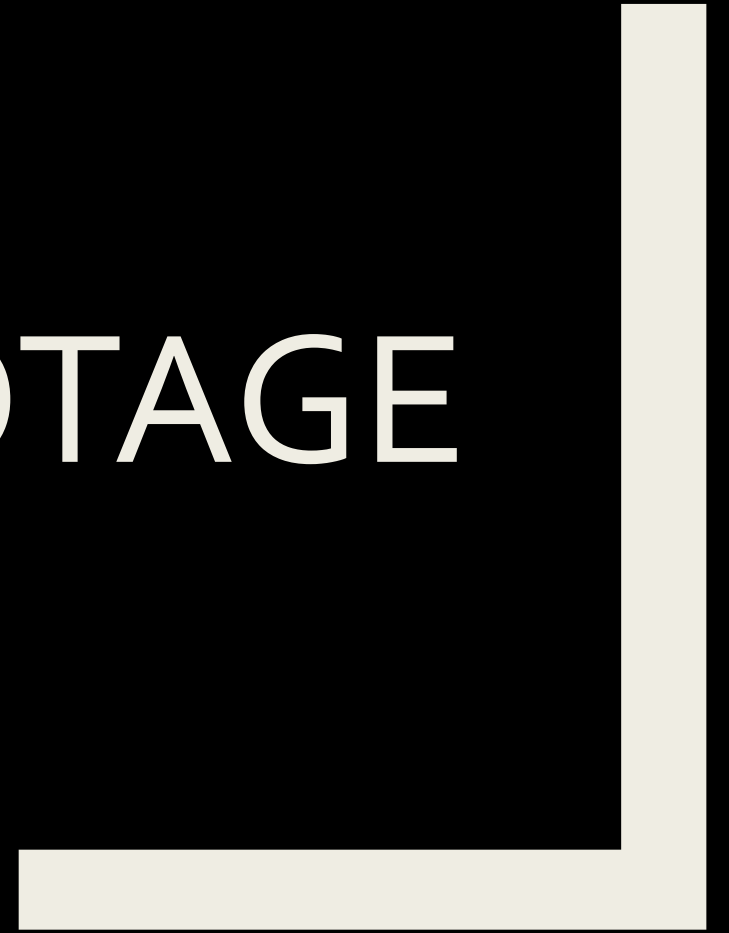
- Medium Shot, from High Angle
- Close Up, from Low Angle
- Medium Close Up, from Dutch Angle

***Choose a different type of shot for each:***

- Tilt
- Pan
- Handheld
- Tracking



REVIEW FOOTAGE



# IDEA DEVELOPMENT

Finalize your story idea, then make a plan.





# Make a Plan for your Project

What is your Script/Story Outline?

Make a Shot List:

<b>IMAGE/SHOT DESCRIPTION/VIDEO</b>	<b>TEXT/AUDIO</b>
Wide shot of castle, zoom in slowly	Once upon a time, a long time ago...

# DAY 3: Production Wrap-Up and Begin Post- Production

Shoot video, learn how to edit it.



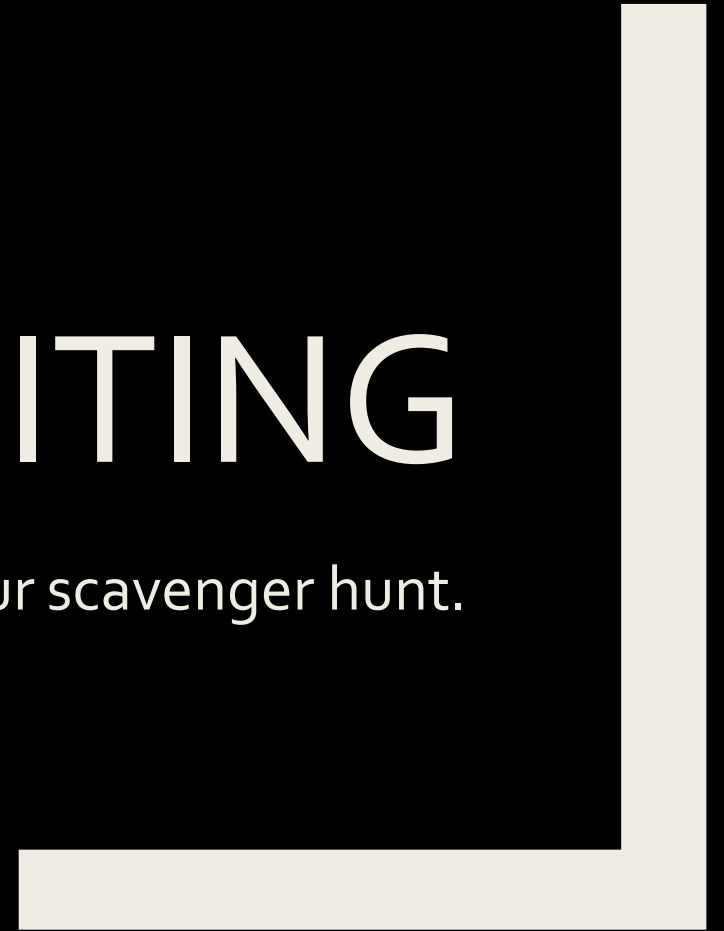
# REVIEW FROM YESTERDAY

What did each group decide to focus on?  
How did scouting locations and contacting people go?  
Any questions or concerns?



# INTRO TO EDITING

Learn how to edit your film using clips from your scavenger hunt.





# iMovie: Group tour and demonstration



# How you will you structure your movie?

## *Discuss with your mentor:*

Is it a story with beginning, middle and end, with characters and a plot?

Or is it something else, like a news story or an oral history, or an argument you are making? Is it experimental or artistic?





# Make a Plan for your shots today

What is your Script/Story Outline?

Make a Shot List:

<b>IMAGE/SHOT DESCRIPTION/VIDEO</b>	<b>TEXT/AUDIO</b>
Wide shot of castle, zoom in slowly	Once upon a time, a long time ago...

# GO OUT AND SHOOT!

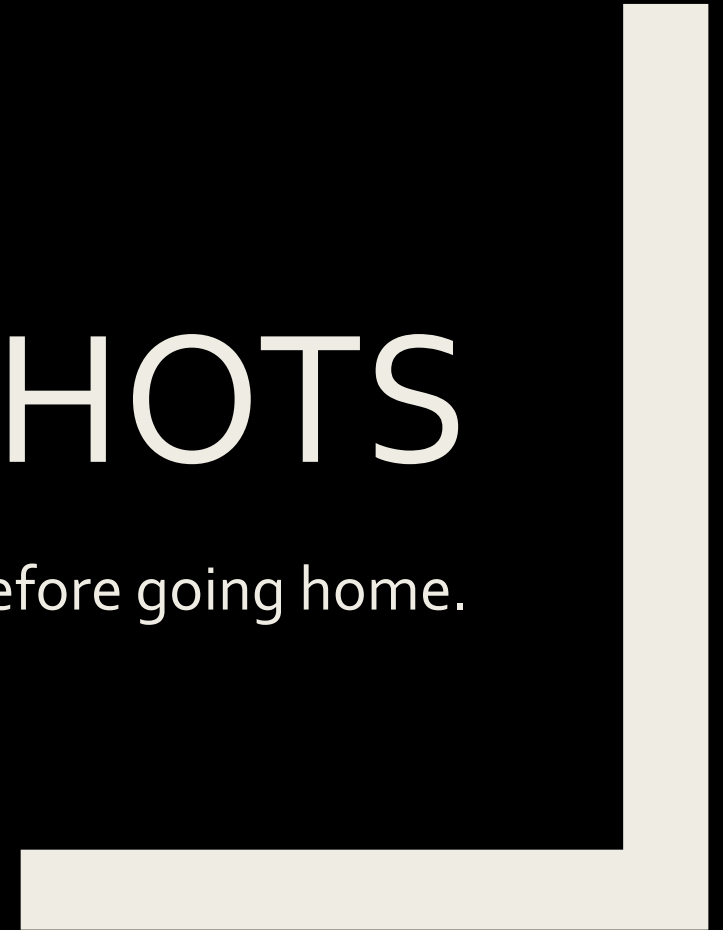
The rest of the day is dedicated to video recording.





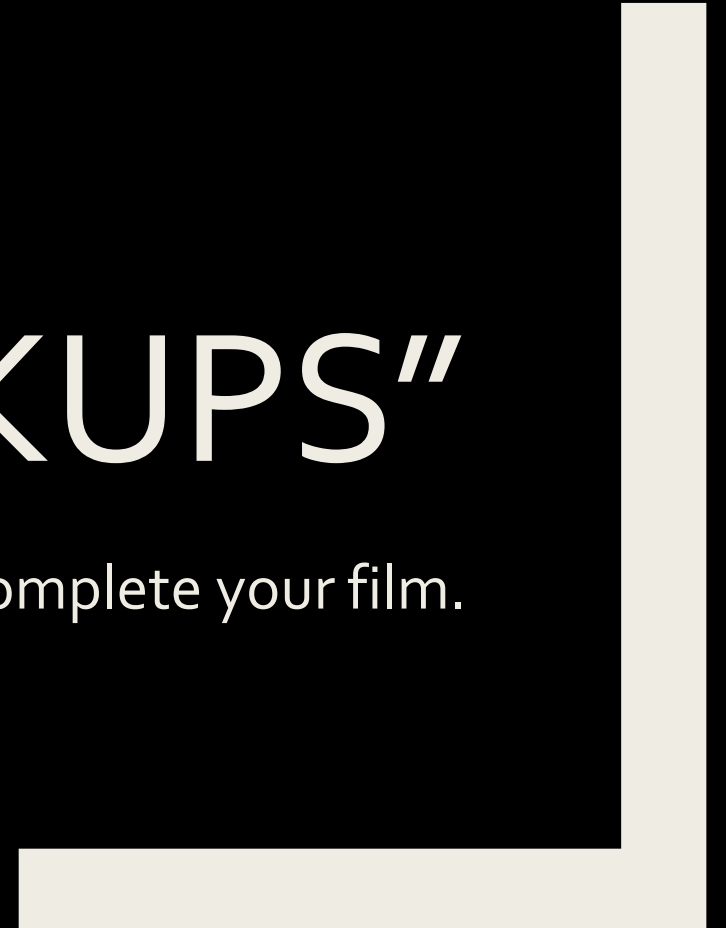
# REVIEW SOME SHOTS

In the group, review some shots you all took before going home.



# “PICKUPS”

Make a list of shots or other tasks you need to do to complete your film.





# DAY 4: Post- Production

Editing, voice over, and additional footage



# REVIEW FROM YESTERDAY

How did your shoots/interviews go?  
Did your ideas about the content of the film change from your original plan? Why or why not?  
Any questions or concerns?

# Planning a story to guide your editing: Creating a simple outline or “treatment”

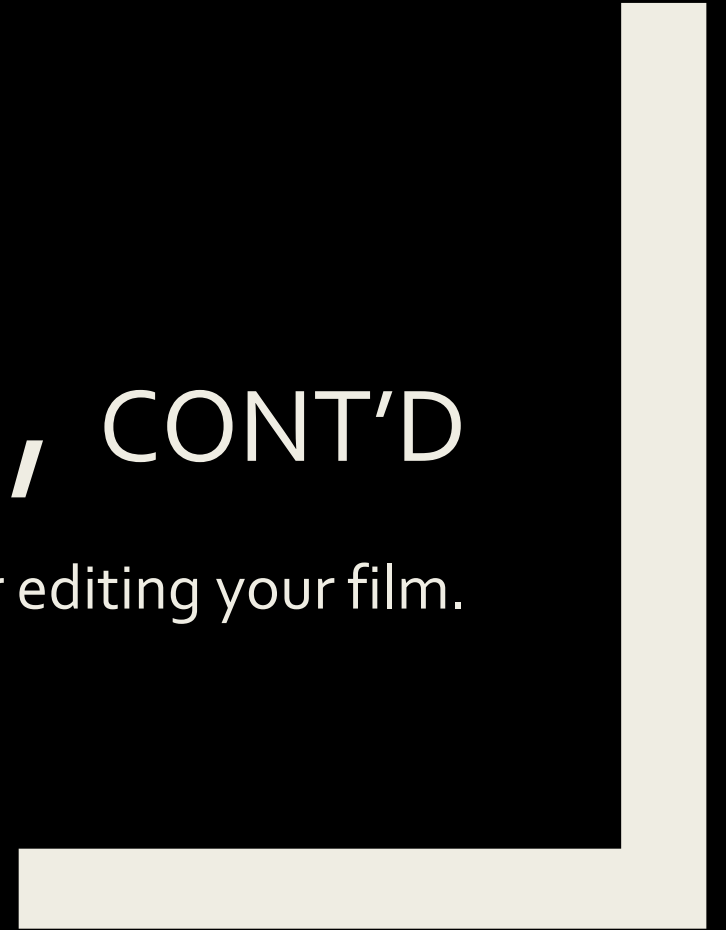


Imagine the beginning, middle and end of the final film before you start editing (it may change as you go)



# INTRO TO EDITING, CONT'D

Some additional techniques for editing your film.





# Additional Editing Techniques

**On screen text/titles**

**Transitions**

**B roll (visual of what someone is saying)**

**Cutaways**

**Voice over**

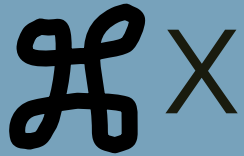
**Narration**

**Music**

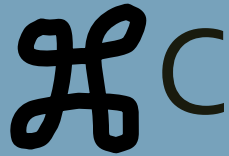
**Still photos**

**Montage (sequence of images)**

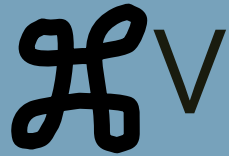
CUT



COPY

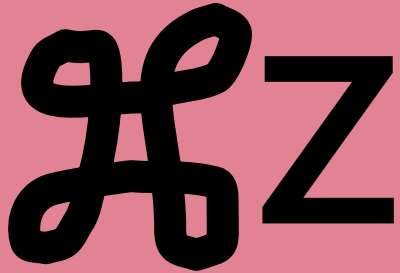


PASTE



# Short Cuts in iMovie

UNDO



START/STOP

SPACE BAR

BLADE



SELECT PORTION OF A CLIP (upper left)

I

IN

O

OUT

E

END /

send to end of  
timeline

MARK A PLACE ON YOUR  
TIMELINE (lower)

M

MARK

SELECT A CLIP  
IN THE TIMELINE

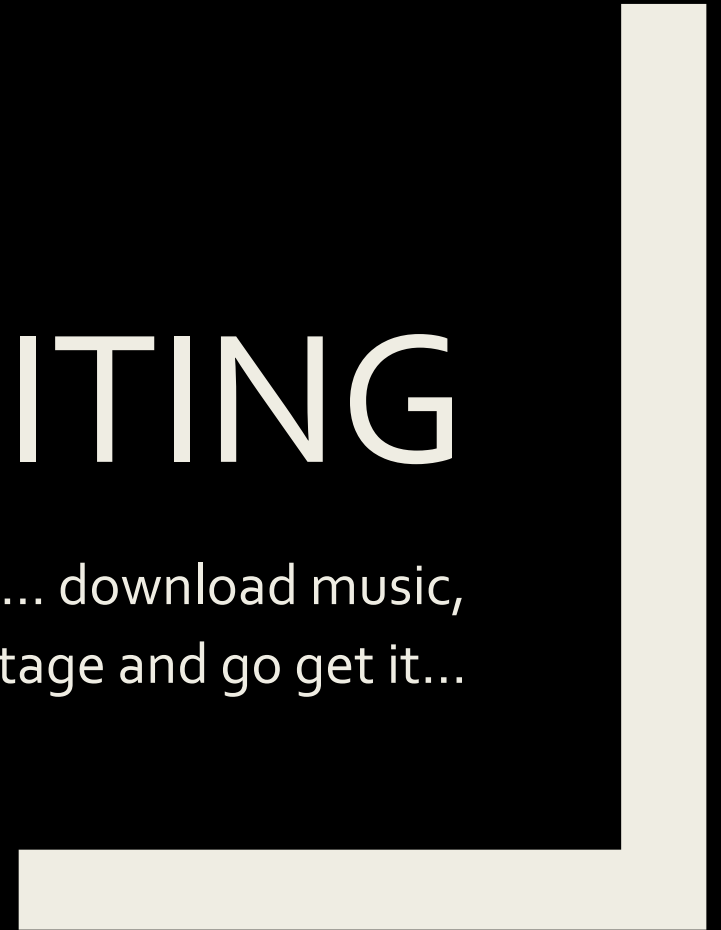


ALL



# SHOOTING/EDITING

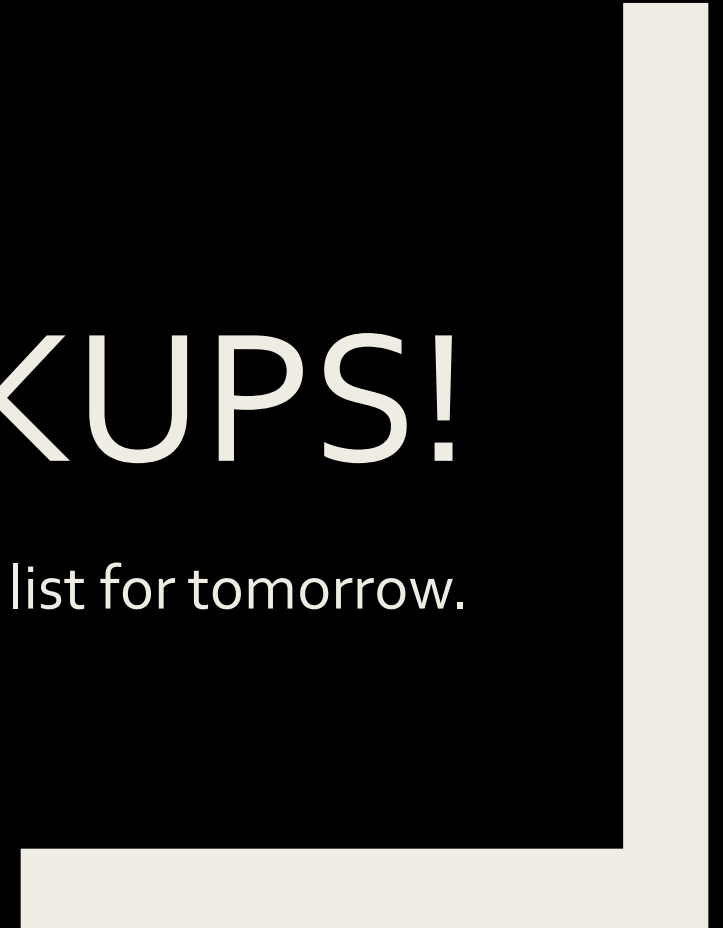
Do what your project needs – start editing, continue shooting... download music, find photos... start editing, decide you need additional footage and go get it...



<input checked="" type="checkbox"/>	Task	Person Responsible

# PICKUPS!

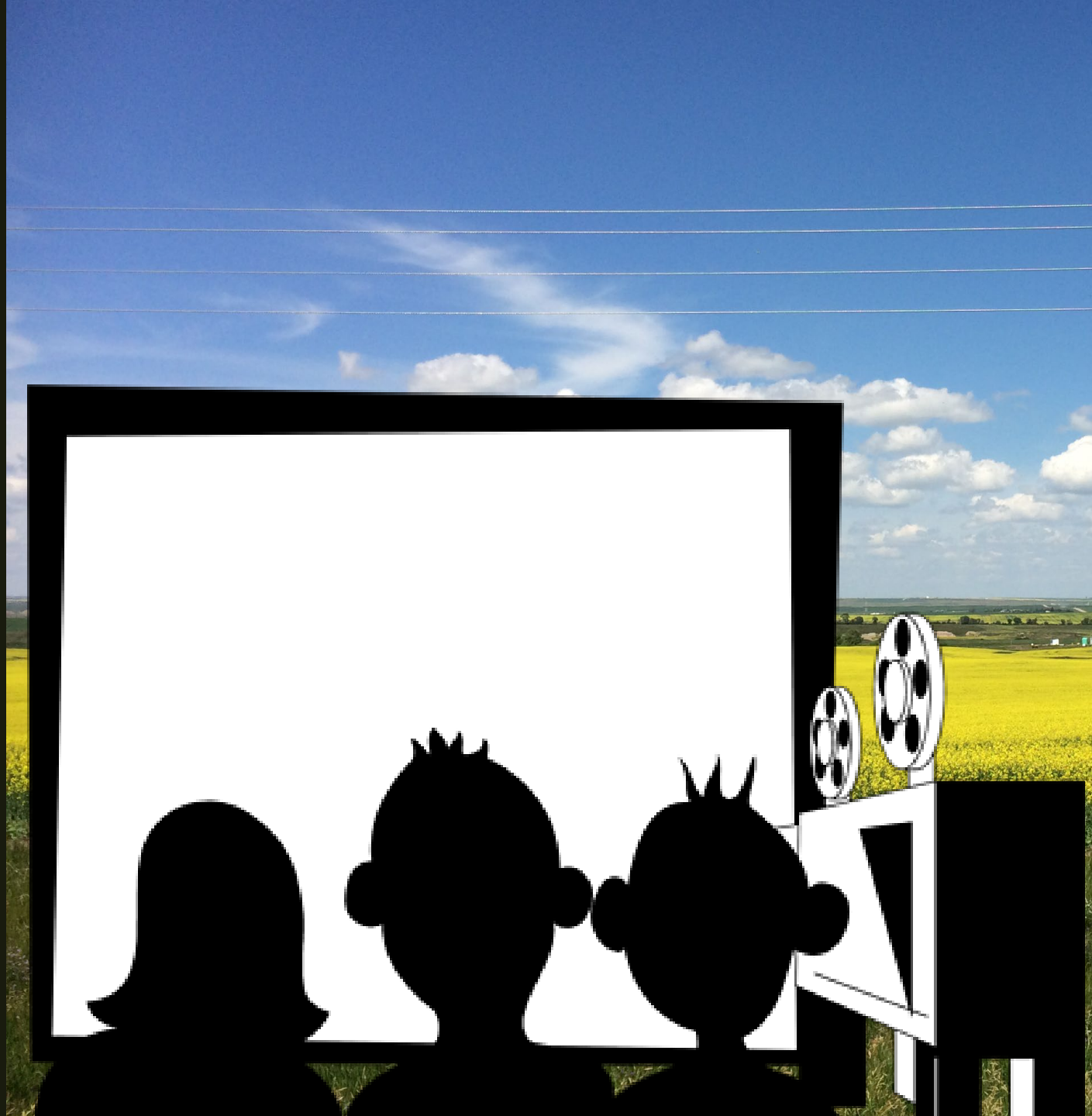
Create another pickup list for tomorrow.





# Day 5: Post-Production and Screening Party!

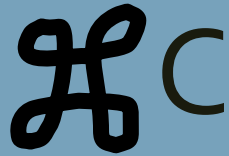
Finish editing , save and export your project to a film, take a break and return for the screening party!



CUT



COPY

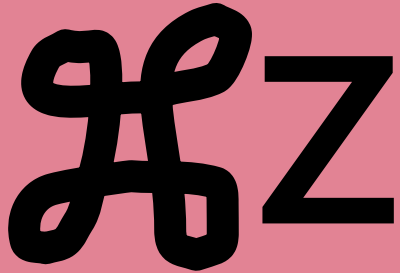


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SELECT PORTION OF A CLIP (upper left)

I

IN

O

OUT

E

END /

send to end of  
timeline

MARK A PLACE ON YOUR  
TIMELINE (lower)

M

MARK

SELECT A CLIP  
IN THE TIMELINE



ALL

# REVIEW FROM YESTERDAY

How did editing go?  
What were some challenges, some surprises in the process?  
Any questions or concerns?





# FINISH EDITING & EXPORT

Complete editing your film and export it as a movie file (mp4). Review sharing options with your mentor.





# Complete Some Worksheets

## Film Title and Summary Worksheet

- Brain storm and decide your film's title.
- As you complete the editing process, be sure to add the title to the start of your film.
- In a few sentences, describe what your film is about and turn in the worksheet.

## Credits Worksheet

- Name your: Director, Editor, Camera, Sound
- Name people you interviewed, and cite any music or materials you used
- List any thank yous

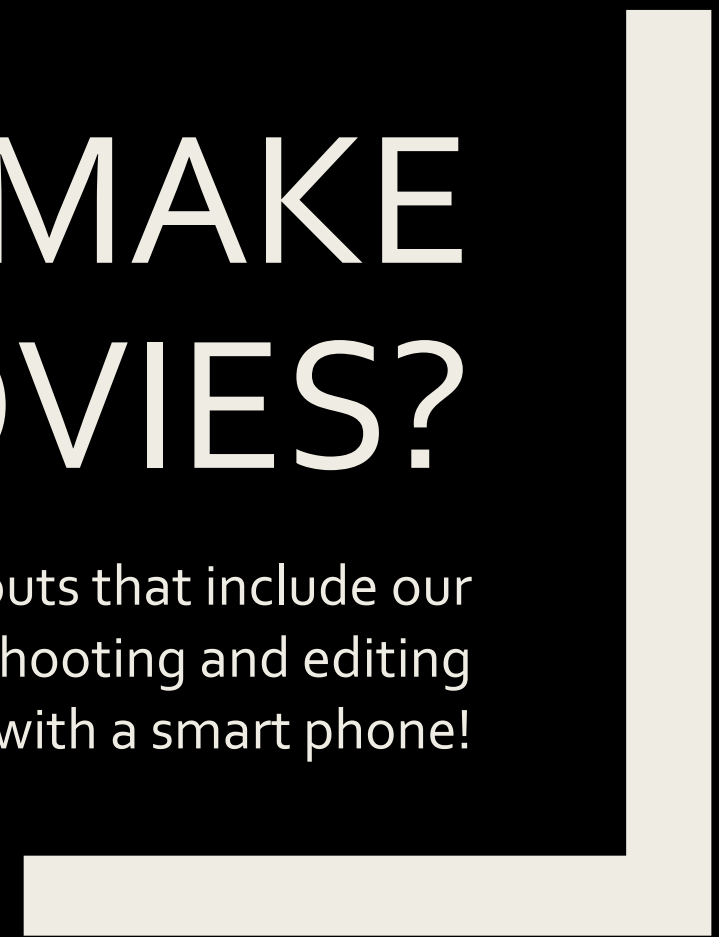
## **\*Sharing Workshop – IMPORTANT \***

- Indicate the ways in which you want your film to be shared.



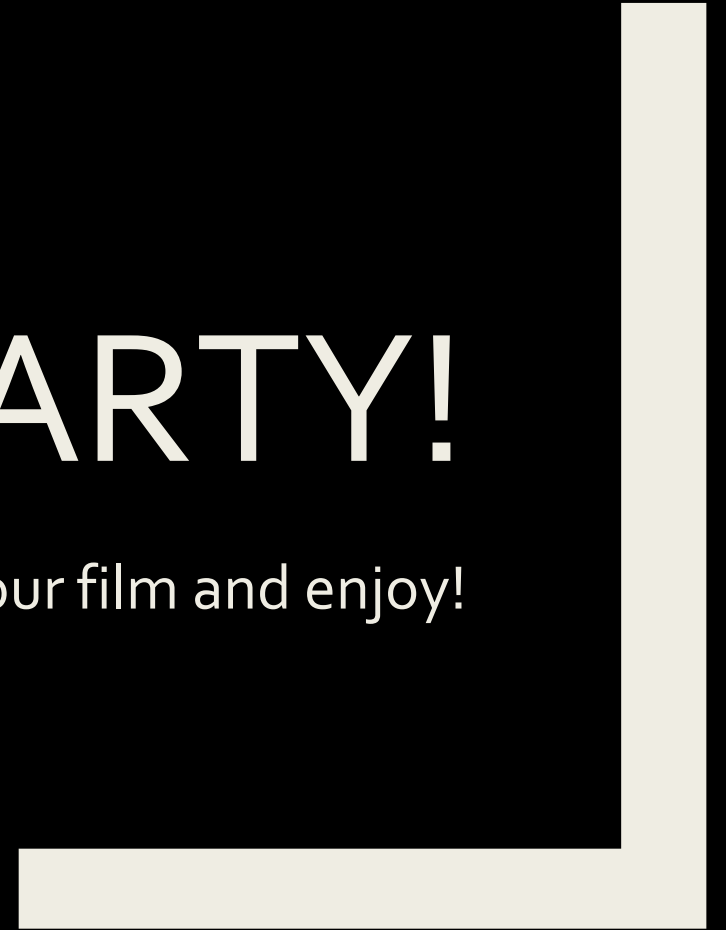
# WANT TO MAKE MORE MOVIES?

How can you continue making films? Check out the two handouts that include our contact information and ideas for shooting and editing videos to make films with a smart phone!



# FILM SCREENING PARTY!

Introduce yourself and your film and enjoy!



# THANK YOU!!

**Website:** [mhacollaborativefilm.weebly.com](http://mhacollaborativefilm.weebly.com)

**Facebook:** [mhacollaborativefilm](https://www.facebook.com/mhacollaborativefilm)

**Vimeo:** [vimeo.com/mhacollaborativefilm/](https://vimeo.com/mhacollaborativefilm/)

**Email:** [mhacollaborativefilm@gmail.com](mailto:mhacollaborativefilm@gmail.com)

**Snapchat:** [mhacollabfilm](https://www.snapchat.com/add/mhacollabfilm)

**Instagram:** [mhacollaborativefilm](https://www.instagram.com/mhacollaborativefilm)



# References for teaching materials

Information in this document was compiled from a number of sources and people, including:

- Dakota Media Access Production Manager Jim Kambeitz
- Workshop mentors Jen Shannon and Chris Hammons

Stills and Content for Framing Your Shots came from:

- "Directr's Notes: Framing your Shot," <https://www.youtube.com/watch?v=NuhWNJr8gu8>
- "6 Minute Film School - Basic Composition," <https://www.youtube.com/watch?v=Sl6iZBDS3gc>
- "Directr's Notes - Camera Movement," <https://www.youtube.com/watch?v=JmylOrUV56U>

Some information was inspired by or adapted from video production guidelines and resources:

- Lights-Camera-Action: The Power of Media, by Community Access Television [freetv.org](http://freetv.org)
- <http://web.mit.edu/techtv/videoprodguide/videoprodguide.pdf>
- <http://kidsvid.4teachers.org/>
- <http://www.steilacoom.k12.wa.us/Page/1867>