### Pre-Production Document

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| Producer Name: Azan Ali |
| Production Title (working title): Choper  |
| Summary or outline of shoot: It took us 11 shots for the   |

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| Production Dates | Call Times | Wrap Times |
| 28thSeptember 2022 |  N/A | N/A |

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| Cast and Crew |
| Crew Member | Role | Contact Details |
| Azan Ali | Producer, Camera |  |
| Danyaal  | actor |  |
| Honor |  |  |
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| Equipment |
| CameraTri-pod | Dates needed:28thSeptember |

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| **Shot List** |
| **Shot N\*** | **Size / Angle** | **Movement** | **Length of Shot** | **Shot Description** |
| 1 | Close  | Up and forward | 9 |  |
| 2 | Close shot |  | 1 |  |
| 3 | Medium shot |  | 2 |  |
| 4 | Close shot |  |  |  |
| 5 | Close shot |  |  |  |
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| **Production Schedule** |
| Date and Time | Activity | Location |
| Time: 27th 10am till 3pm | Recording and doing the shots | Bradford college campus |
| Time: |  |  |
| Time: |  |  |
| Time: |  |  |
| Time: |  |  |
| Time: |  |  |
| Time: |  |  |
| Time: |  |  |
| Time: |  |  |

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| Other Details: |

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| Risk Assessment |

| **Hazard** | **Risk** | **Action taken to mitigate risk** |
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| **Rain** | Camera  | Do not use the camera under the rain.  |
| **Camera falling in the floor** | Camera getting broke  | Being extra careful  |
| **Broke our product**  | Product being broken so we won’t be able to make videos | Taking care o our product  |
| **Losing our camera and tri-pod** | Not being able to record  | Being very responsible  |
| **Losing the product** | Not being able to make the ad | Being responsible ad having the product with us always.  |

Approved and signed: Date:Friday 14 October 2022