### Pre-Production Document

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| Producer Name: Leon Whiting |
| Production Title (working title): Vlog |
| Summary or outline of shoot: Filming on phone 11, different shots of different parts of the day, maybe some additional videos of explanation in between cuts. |

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| Production Dates | Call Times | Wrap Times |
| 24th January | 9.30am | 3.30pm |

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| Cast and Crew | | |
| Crew Member | Role | Contact Details |
| Leon Whiting | Cast & Filming |  |
| Shumona Motin | Cast |  |
| Kenzie Duncan | Cast & Filming |  |
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| Equipment | |
| Kenzie’s spare Iphone 11 | Dates needed: 24th January |

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| **Shot List** | | | | |
| **Shot N\*** | **Size / Angle** | **Movement** | **Length of Shot** | **Shot Description** |
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| **Production Schedule** | | |
| Date and Time | Activity | Location |
| 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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| **equipment** | Tripping over equipment and breaking a bone etc. | Be careful around surroundings |
| **Mud/grass** | Slipping in the mud |  |
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Approved and signed: Date: