



Producing a TV Show!

▪ **Developing an idea**

You can start by writing an overview of your idea which includes a short summary or synopsis. Some things to consider are:

- Is it realistic?
- Will it make a 13 week season?
- The show's format. How will the show unfold on a weekly basis?
- An interesting title

▪ **Making a pilot episode**

Before your program is approved for a series you will need to produce a pilot episode. This should be as close to the quality of your intended series as possible. You will need to consider:

- Filming on location or in a studio.
- Set design and construction.
- Recruiting your production
- Hosts, presenters and cast
- Logo and graphics
- Equipment – hire costs

▪ **Critical Review – from pilot to series**

Assess the production of your pilot and discuss what worked and what didn't. What aspects can be transferred and used for the series?

▪ **Making a Series**

Once your pilot has been approved it is time to begin work on your TV series!

▪ **Pre-production**

You will need to plan your production thoroughly before you begin to film, as well as organising the structure of your team. Some things to think about are:

- Content
Researching topics, writing scripts and preparing guests
- Marketing
Securing sponsors and sources of funding, advertising and promotion, website, photo shoots of cast
- Production Crew
i.e. Assistant Producer, Production Manager, Segment Producer, Production Designer, Sponsorship, Editor, Director, Audio Technician, Camera Operator, Lighting Operator, Script Writers, Set Designer, Hair and make-up

▪ **Production**

This is the stage where everything comes together and you start filming!

Useful documents:

Time line - Draft a realistic time line that outlines your plans for production. Allow yourself plenty of time!

Budget - Make a list of costs and ways you can fund your production. Costs might include equipment hire, set pieces and props, tapes for filming, catering for the cast and crew.

Call sheet – This can be prepared outlining the details for the shoot – date and time, cast and crew contact details, location address, safety procedures, schedule for the shoot and any other important information.

Run down – This is particularly handy if you are shooting in a studio. The rundown will outline the shoot minute by minute, and include any technical requirements that must be fulfilled on the shoot i.e. microphones specifications, graphics use and vision switching.

▪ **Post-production**

Now that you have your footage it is time to edit the program into a series. Post-production is one of the most important phases of your production and can quite often be the 'make or break' factor of a program. You will need an editor who is skilled enough to meet the C31 technical requirements (see separate document). Editing is where you can add music, graphics, special effects plus a whole lot more to give your program the 'wow' factor.

▪ **Marketing**

Don't forget about marketing and promoting your program! Think about your audience and how you can reach them through marketing. C31 does on-air promos but you can contact newspapers, radios, distribute flyers/posters etc.

Resources – Sourcing Crew

www.artshub.com.au

www.screenhub.com.au

www.c31.org.au – **Production Noticeboard**

www.openchannel.org.au

Members / Affiliates databases

Resources – Equipment Hire

Video Australasia

3/5 Rocklea Dr

Port Melbourne, VIC 3207

Phone: +61 3 8680 4000

Email: melbourne@vahire.com

www.vahire.com

Videocraft Melbourne

148 Highbury Road,

Burwood VIC 3125 Australia

Phone 03-9888-8511

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Email: sales@videocraft.com.au

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