



QUIET ON SET !

Quick Reference Guide

Roles / voices:

Director **Cameraman*** **Audio****



- ✓ 1. Check lighting of scene
- ✓ 2. Check mobile devices turned off
- ✓ 3. Check that no cables, tripods or equipment are in frame
- ✓ 4. Check continuity (hair, clothes, positions, props etc.)

1. Director checks with actors to see if they're ready.
2. **Quiet on set please** - wait for silence
3. **Sound ready?** - wait for reply... **Ready****
4. **Camera ready?** - wait for reply... **Ready***
5. **Roll sound** - wait for reply... **Rolling**** or **Speed****
6. **Roll camera** - wait for reply... **Rolling*** or **Speed***
7. **Call it** - state aloud the slate information
8. **Mark it** - slate is CLAPPED
9. **Settling** - wait for everyone to clear... camera to settle into final position if focus needs to be pulled from slate to action
10. **Set...** actors remain in position
11. **ACTION** - wait a few seconds... dialog or action begins
12. **CUT** then... **Go again** or **Print it**

Tips:

- Rather than **ACTION**, the director may say **Whenever you're ready** if less intimidating to actors.
- Before saying **CUT** allow 5 seconds for transitions in post.
- "**Martini shot**" is a Hollywood term referring to the final shot of the day.

