



'0-60 Seconds iNTELEVISION Commercial Producers'
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STANDARD OPERATING PROCEDURES

Guidelines & Job Description – What I need to do after I get some experience?

These procedures were designed to give the person responsible in this area some indication to what needs to be achieved after a lengthy exposure and work experience. The person(s) selected for this particular position will be allowed time to adjust and train him/herself while working with the producer. Not in-depth experience or qualification is required at this stage. Please come along and share your experience with the rest of us. Thank you.

Cinematographer Director of Photography

This type of director is also known as the cinematographer. He is responsible to the director for achieving the best possible photographic images for the film. He is required to select the camera and lighting equipment, oversee the camera and lighting crew etc. This person should work with the director of the film to develop a photographic style for the film. Camera Operator: This person should never leave the camera and is responsible for operating the camera at all times. First Camera Assistant: This person should set up the suitable lenses and filters for each shot. He should also check the film in the camera after each scene so that there will be no dirty stuff blocking the image during the shot. Second Camera Assistant (also called "loader"): This person is responsible for loading and unloading the film. Not only that but he should clean the camera package and keep track of all the camera department paperwork, and also help the first camera assistant in whatever way that is useful.

These Standard Operating Procedures [SOP] were designed only to be a guide and help to you.



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