

# Producing for HIKI NŌ

## PRE PRODUCTION

### Pitch Sheet

Fill out the PITCH SHEET included with this assignment and turn in for approval.



The HIKI NŌ Staff will review your pitch and make suggestions or give you the green light to proceed to the production phase.

### Meet with Your Mentor

Once your project has been green lit, you will be paired with a mentor to produce your story. Schedule a Zoom meeting to discuss next steps.

## PRODUCTION

### Shoot

Film Interviews Stand-ups, B-roll and any other footage that will be included in your story.

[Here are some resources to help you through the process](#)

### Write Script

Transcribe interviews and create a script, add it to the assignment, and resubmit for feedback.



Your Mentor will review your script and return with suggestions and feedback to help you create your story.

### Additional Material

Shoot or collect any other support material you will need to produce the story (Additional Footage, Photos, Audio Clips, Music, etc.)

## POST PRODUCTION

### Edit | Revise | Submit

Edit your story into a video and produce your first draft or “Rough Cut 1”. Add it to the assignment and resubmit for feedback.

Naming Convention [Story Title\\_School Name\\_RC1.mp4](#)



Your Mentor will review your rough cut and return it to you with feedback and suggestions for changes that need to be made to improve your story and to bring it up to PBS Standards for air. You may go through multiple rounds of rough cut review. (recommended maximum of 6 rough cuts) When your mentor feels your story is ready, submit for approval. HIKI NŌ Executive Producer will either approve or request further revisions.

### Submit Your Final Draft

Once you and your mentor feel your story is ready, format your file to the following [specifications](#), then add it to the assignment, and resubmit.

Naming Convention [Story Title\\_School Name\\_FC1.mov](#)



The HIKI NŌ editor will review your final file and give you feedback if any changes are needed.

### Submit Your Credits Form

Fill out the form included in this assignment and resubmit the assignment.



The HIKI NŌ Staff will advise you and return if any clarification or changes are needed.