



PRODUCER is the architect of the production, looking after all aspects from budgets to broadcast. He is responsible for all elements of the production's content and will have engaged the studio facilities and its personnel.

DIRECTOR responsible for the overall artistic control of the programme. He will interpret the Producer's ideas into an artistic and visual form. The studio and its personnel are all under his control.

PRODUCTION ASSISTANT (*aka Assistant Director or AD*) the Producer and Director's assistant. This person will normally sit next to the Director during the programme and ensure that everything runs to time.

FLOOR MANAGER (FM) the Director's representative on the studio floor and is also responsible for the safety, discipline and technical operations in the studio. The Director will address all his instructions to you through this person. He/she is your direct link to the Director or Producer from the studio floor.

SOUND SUPERVISOR (*soundman or sound recordist*) responsible for the programme sound. This person will attach a personal tie clip microphone to your clothing. If this is wired directly into the studio please do remember to disconnect yourself from it before leaving your chair. The floor manager will help you to do this. If you are wearing a radio mic please request that the sound supervisor switches this off before you leave the studio floor!

LIGHTING CAMERAMAN (*aka Director of Photography, DP, cinematographer*) responsible for all the visual aspects of the filming such as lighting the set and all camera and filming operations.

CAMERA ASSIST (*aka Assistant cameraman*) generally helping the camera crew from setting up the tripod to changing tapes and operating the clapperboard.

TELEPROMPT OPERATOR (*aka AutoCue, AutoPrompt*) operates a screen that allows your script to appear in front of the camera lens thus appearing as if you are talking directly to the viewer. The operator will ensure that the script scrolls on the screen at the pace at which you speak, stopping when you pause for breath.

PRODUCTION RUNNER (*aka 'gofer' as in go-for*) responsible for carrying out errands, for fetching and carrying and doing most of the odd-jobs so that key personnel do not have to leave the studio floor.

ART DIRECTOR (*aka 'Production Designer*) in charge of the overall visual appearance of a production from the visual setting to deciding on the props that appear in the production. It is their job to translate desired moods, messages, and concepts into imagery that is seen on the screen.

ADR EDITOR replaces dialogue that was recorded incorrectly during filming. The actors re-record their dialogue in a sound studio and it is then synchronised with the sound recorded on location. e.g. to remove sounds extraneous sounds of cars or aircraft which would be incongruous with a period drama setting.

AND SOME YOU'VE ALWAYS WONDERED ABOUT!!!

HOD head of department

GAFFER head electrician in charge of lighting the stage in accordance with the direction of the cinematographer (or DP).

In television the term **Lighting Director** or **Technical Director** often used instead of Gaffer.

BEST BOY the Gaffer's assistant.

GRIPS lighting and rigging technicians.

KEY GRIP (*head grip*) responsible for camera mounting and support, which can include anything beyond a basic tripod.

DOLLY GRIP places and moves camera track where it is required, and then pushes and pulls the dolly with the camera along that track whilst filming.

BOOM SWINGER (*boom operator*) operates a long pole with a microphone attached, if not attached to a stand or dolly the boom is often referred to as a "fishpole".

FOLEY ARTIST person who creates and records many of the sound effects used in film and television.