

THE WOMEN IN THE DIRECTOR'S CHAIR WORKSHOP (PPPM) 2011

SCHEDULE OVERVIEW – Subject to Change

KEY: DIR= Directors, MDir=Mentor Director; MA = Mentor Actor; MDps= Mentor DOPs; ME= Mentor Editors; MPD = Mentor Production Designer; CW= Carol Whiteman; A=ACTRA; TBC=The Banff Centre; ***= ADs/ Admin as scheduled

DAY 1	Thursday, January 13 th	Opening Day		
	TIME	ACTIVITY	LOCATION	PERSONNEL
	9:30 a.m. – 10:30 a.m.	Staff Meeting	Rice Studio	CW, Mentors ,ADs, WIDC dedicated TBC Staff
	10:30 a.m. – 5:00 p.m.	Mentors Prep	Rice Studio and various	Mentors, AF
	3:30 p.m. – 4:30 p.m.	Staff & Mentors Prep	Rice Studio	Mentors, staff as applicable
	7:00 p.m. – 8:00 p.m.	OFFICIAL OPENING WELCOME & INTRODUCTIONS	TBA	DIR, Mentors, CW, TBC, ACTRA, ADs & Admin
	8:00 p.m. – 9:00 p.m.	ON BEING A DIRECTOR <i>A Conversation with the MDir</i>		
DAY 2	Friday, January 14 th	MAIN Scene Concept Meetings		
	8:00 a.m. – 5:00 p.m.	INDIVIDUAL MEETINGS w/ ALL MENTORS, incl TBC Editors & Audio	JPL Room 313	DIR as scheduled
	5:00 pm – 5:30 pm	MENTORS' DEBRIEF	JPL Room 313	CW, Mentors, ADs & Admin
	7:00 p.m. – 9:00 p.m.	EVENING PLENARY: MDir Script Breakdown, Prep & Shot-listing	TBA	DIR w/ MDir; *** & All Welcome
DAY 3	Saturday, January 15 th	Aspects of Acting & Production		
	9:00 a.m. – 12:30 p.m.	ASPECTS OF ACTING	JPL Room 313	DIR, MAct, MDir, CW
	1:30 p.m. – 5:00 p.m.	ASPECTS OF CAMERA & LIGHT	Rice Studio	DIR, MDps, MDir, *** & All Welcome
	5:00 p.m. – 5:15 p.m.	WRAP SESSION: Housekeeping	Rice Studio	Led by CW w/ All :
	5:15 p.m. – 5:30 p.m.	MENTORS' Brief DEBRIEF	Rice Studio	CW, Mentors, ADs & Admin
	7:30 p.m. – 9:00 p.m.	EVENING PLENARY: Production Design	TBA	ALL WELCOME
DAY 4	Sunday, January 16 th	Aspects of Production & Acting		
ACTORS ARRIVAL DAY	9:00 a.m. – 12:30 p.m.	ASPECTS OF CAMERA & LIGHT	Rice Studio	DIR led by MDps w/ MDir, All mentors and 2 Actors
	1:30 p.m. – 5:00 p.m.	ASPECTS OF ACTING	JPL Room 313	DIR, MAct, MDir, CW
	5:00 p.m.– 5:15 p.m.	WRAP SESSION	JPL Room 313	Led by CW w/ All: Housekeeping & debrief
	5:15 p.m. – 5:30 p.m.	MENTORS' DEBRIEF	JPL Room 313	CW, Mentors & Admin debrief/prep as needed
	7:00 p.m. – 8:00 p.m.	WELCOME ACTING ENSEMBLE	JPL 313	CW, Actors, MDir, MAct, Admin must attend
DAY 5	Monday, January 17 th	MAIN Scene Casting		
CREW ARRIVAL DAY Production Mentors Self-directed Day	8:00 a.m. – 9:00 a.m.	CASTING 101	JPL Room 313	DIR, MDir, MAct, CW
	9:00 a.m. – 1:00 p.m.	AUDITION EXERCISE	JPL Room 313	DIR, Actors as scheduled, MDir, MAct, CW, Admin
	9:00 a.m. – 5:00 p.m.	EDITORS PREP	Edit Suites	Editors: Picture & Sound
	2:00 p.m. – 5:00 p.m.	CALL BACKS!	JPL Room 313	DIR, Actors as scheduled, MDir, MAct, CW, Admin
	5:00 p.m. – 6:00 p.m.	MAIN SCENE SCHEDULING	JPL Room 308	CW w/Ads & Mentors as needed
	7:00 pm – 9:00 pm	FULL COMPANY WELCOME / RECEPTION	TBA	ALL ATTEND
DAY 6	Tuesday, January 18 th	Orientation: Blocking For Camera & Other Exercises		
	9:00 a.m. – 9:15 a.m.	COMPANY MEETING	Rice Studio	ALL ATTEND
	9:30 a.m. – 1:00 p.m.	BLOCKING FOR CAMERA	Rice Studio	Led by MDir w/ Mentors Actors/Crew - All Welcome
	2:00 p.m. – 5:00 p.m.	DEPARTMENT ORIENTATION	Various Locations	As Scheduled
	7:00 p.m. – 7:30 p.m.	ASSIGN Guerrilla Scenes to DIR 1,2,3,4	RICE STUDIO	Actors and DIR ATTEND
	7:30 pm – 8:30 p.m.	EVENING PLENARY: Post Production	RICE STUDIO	ALL WELCOME

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DAY 7	Wednesday, January 19th	Pre/Production: MAIN Scenes		
	TIME	ACTIVITY	LOCATION	PERSONNEL
CREW ARRIVAL DAY (Grips, Electrics, Make Up & Hair) Mentor Director & Mentor Actor Day Off	9:00 a.m. – 5:00 p.m.	CREW PREP by DEPARTMENT Prep equipment & lists	Various	Crew
	8:00 a.m. – 6:00 p.m.	PRODUCTION MEETINGS	TELUS	DIR 1, 3, 5, 7, Actors, Keys as scheduled
	8:00 a.m. – 6:00 p.m.	PRODUCTION MEETINGS	RICE	DIR 2,4,6,8, /, Actors, Keys as scheduled
	7:00 p.m. – 7:30 p.m.	ASSIGN Guerrilla Scenes to DIR 5,6,7,8 & ANNOUNCEMENTS	TELUS STUDIO	<u>ALL MUST ATTEND</u>
DAY 8	Thursday, January 20th	Warm-up Exercise: aka Guerrilla Shoot		
N.B. DIR must sign up for DAY 10 Mentor Meeting if desired	8:00 a.m. – 12:00 p.m.	MAKE UP & HAIR MEETINGS	Telus Dressing Rooms	DIR 5, 6, 7, 8
	8:00 a.m. – 12:00 p.m.	GUERRILLA SHOOT A & AA ALL GEAR MUST be returned to Rice by 12:00 pm	Locations TBA	DIR 1, 2 w/ Actors & Crew except Grips, Electrics MU, Hair & Art Dept.
	9:00 a.m. – 5:00 p.m.	CREWS PREP	RICE / TELUS	Grips, Electrics, MDps
	9:00 a.m. – 5:00 p.m.	PROPS PULLS/FITTINGS	THEATRE	MPD, W, Art Dpt;
	10:00 a.m. – 5:00 p.m.	COSTUME FITTINGS/PULLS	THEATRE	Costumer w/ Actors & DIR as sched.
	1:00 p.m. – 5:00 p.m.	GUERRILLA SHOOT B & BB ALL GEAR MUST be returned to Rice by 5:00 pm	Locations TBA	DIR 3, 4 w/ Actors & Crew except Grips, Electrics MU, Hair & Art Dept.
	1:00 p.m. – 4:00 p.m.	GUERRILLA EDIT A & AA	JPL Edit Suites	DIR 1, 2 w/ Editors
	6:00 p.m. – 9:00 p.m.	GUERRILLA EDIT B & BB	JPL Edit Suites	DIR 3, 4 w/ Editors
8:00 p.m. – 9:45 p.m.	MS WARDROBE FINAL SELECTION	JPL Dressing Rooms	DIR, W, Actors, CW, as scheduled	
DAY 9	Friday, January 21st	Warm-up Exercise: aka Guerrilla Shoot		
MS REQUESTS FINAL DEADLINES SFX, Sound, Art Dept.	8:00 am – 12:00 pm	MAKE UP & HAIR MEETINGS	Telus Dressing Rooms	DIR 1, 2, 3, 4
	8:00 a.m. – 12:00 p.m.	GUERRILLA SHOOT C & CC ALL GEAR MUST be returned to Rice by 12:00 pm	Locations TBA	DIR 5, 6 w/ Actors & Crew except Grips, Electrics MU, Hair & Art Dept.
	9:00 a.m. – 12:00 p.m.	PROPS AND WARDROBE PULLS	THEATRE & Various	MPD, W, Art Dpt
	9:00 a.m. – 5:00 p.m.	CREWS PREP	RICE / TELUS	Grips, Electrics, MDps
	1:00 p.m. – 5:00 p.m.	GUERRILLA SHOOT D & DD ALL GEAR MUST be returned to Rice by 5:00 pm	Locations TBA	DIR 7, 8 w/ Actors & Crew except Grips, Electrics MU, Hair & Art Dept.
	1:00 p.m. – 4:00 p.m.	GUERRILLA EDIT C & CC	JPL Edit Suites	DIR 5, 6 w/ Editors
	5:00 p.m. – 5:30 p.m.	WRAP SESSION	Telus Studio	<u>ALL ATTEND</u> unless editing
	5:30 p.m. – 8:30 p.m.	GUERRILLA EDIT D & DD	JPL Edit Suites	DIR 7, 8 w/ Editors
8:30 p.m. – 10:30 p.m.	GUERRILLA SCENE DEBRIEFS	JPL 313	DIR w/ MDir	
DAY 10	Saturday, January 22nd	Final Prep: MAIN Scenes		
MENTORS OFF after final prep meetings	9:00 a.m. – 9:45 p.m.	COMPANY MEETING	DCH 300	<u>ALL MUST ATTEND</u>
	9:45 a.m. – 10:00 a.m.	COMPANY PHOTOS	Amphitheatre, exterior behind DCH	<u>ALL MUST ATTEND</u>
	12:00 p.m. – 5:00 p.m.	ADMIN Hours	JPL 308	CW
	10:00 a.m. – 12:00 p.m.	FINAL MS PREP BRIEFINGS	TBA	DIR w/ AD & Keys as scheduled
	10:00 a.m. – 5:00 p.m.	FINAL PREP	Various	ALL DEPARTMENTS as needed
	7:00 p.m. – 9:00 p.m.	FINAL PREP	Various	ALL DEPARTMENTS As needed

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DAY 11	Sunday, January 23rd	MAIN Scene Exercise: Round 1 Shoot		
	TIME	ACTIVITY	LOCATION	PERSONNEL
	7:00 a.m. – 12:00 p.m.	MAIN SHOOT (1 st Hour is set up)	TELUS	DIR 1 w/ Actors & Crew
	7:30 a.m. – 12:30 p.m.	MAIN SHOOT (1 st Hour is set up)	RICE	DIR 2 w/Actors & Crew
	1:00 p.m. – 6:00 p.m.	MAIN SHOOT (1 st Hour is set up)	TELUS	DIR 3 w/ Actors & Crew
	1:30 p.m. – 6:30 p.m.	MAIN SHOOT (1 st Hour is set up)	RICE	DIR 4 w/ Actors & Crew
	7:30 p.m. – 8:30 p.m.	VIEW DAILIES / TELUS Shoots	JPL 313	DIR 1 & 3 Editors, MDir, CW as scheduled / crew welcome
	8:30 p.m. – 9:30 p.m.	VIEW DAILIES / RICE Shoots	JPL 313	DIR 2 & 4 Editors, MDir , CW as scheduled / crew welcome
DAY 12	Monday, January 24th	MAIN Scene Exercise: Round 1 Shoot & Edit		
	7:00 a.m. – 12:00 p.m.	MAIN SHOOT (1 st Hour is set up)	TELUS	DIR 5 w/ Actors & Crew
	7:30 a.m. – 12:30 p.m.	MAIN SHOOT (1 st Hour is set up)	RICE	DIR 6 w/Actors & Crew
	8:00 a.m. – 1:00 p.m.	MS EDIT	JPL Edit Suites	DIR 1 & 2 w/ Editors
	1:00 p.m. – 6:00 p.m.	MAIN SHOOT (1 st Hour is set up)	TELUS	DIR 7 w/ Actors & Crew
	1:30 a.m. – 6:30 p.m.	MAIN SHOOT (1 st Hour is set up)	RICE	DIR 8 w/Actors & Crew
	1:30 p.m. – 6:30 p.m.	MS EDIT	JPL Edit Suites	DIR 3 & 4 w/ Editors
	7:30 p.m. – 8:30 p.m.	VIEW DAILIES / TELUS Shoots	JPL 313	DIR 5 & 7 Editors, MDir, CW as scheduled / crew welcome
	8:30 p.m. – 9:30 p.m.	VIEW DAILIES / RICE Shoots	JPL 313	DIR 6 & 8 / Editors, MDir, CW as scheduled / crew welcome
DAY 13	Tuesday, January 25th	MAIN Scene Exercise: Round 1 Edit		
	8:00 a.m. – 1:00 p.m.	MS EDIT	JPL Edit Suites	DIR 5 & 6 w/ Editors
	9:00 a.m. – 5:00 p.m.	ADMIN Hours	Per BNMI Coordinator	***ADs off
DAY OFF Actors & Shooting Crew	1:00 p.m. – 5:00 p.m.	MS REVIEW W/ MENTORS (Learning Goals)	JPL 313	DIR w/ MDir & CW as scheduled
	1:30 p.m. – 6:30 p.m.	MS EDIT	JPL Edit Suites	DIR 7 & 8 w/ Editors
	6:00 p.m. – 10:00 p.m.	MS REVIEW W/ MENTORS (Learning Goals)	JPL 313	DIR w/ MDir & CW as scheduled
DAY 14	Wednesday, January 26th	MAIN Scene Exercise: Round 2 Shoot & Edit		
	7:00 a.m. – 12:00 p.m.	MS ROUND 2 (1 st Hour is set up)	TELUS	DIR 7 w/ Actors & Crew
	7:30 a.m. – 12:30 p.m.	MS ROUND 2 (1 st Hour is set up)	RICE	DIR 8 w/Actors & Crew
	1:00 p.m. – 6:00 p.m.	MS ROUND 2 (1 st Hour is set up)	TELUS	DIR 5 w/ Actors & Crew
	1:30 p.m. – 6:30 p.m.	MS ROUND 2 (1 st Hour is set up)	RICE	DIR 6 w/ Actors & Crew
	1:30 p.m. – 6:30 p.m.	MS FINAL PICTURE EDIT	JPL Edit Suites	DIR 7 & 8 w/ Editors
	7:30 p.m. – 11:30 p.m.	MS SOUND EDIT	Rice Audio	DIR 8 w/ Audio Post
DAY 15	Thursday, January 27th	MAIN Scene Exercise: Round 2 Shoot & Edit		
	7:00 a.m. – 12:00 p.m.	MS ROUND 2 (1 st Hour is set up)	TELUS	DIR 3 w/ Actors & Crew
	7:30 a.m. – 12:30 p.m.	MS ROUND 2 (1 st Hour is set up)	RICE	DIR 4 w/Actors & Crew
	8:00 a.m. – 1:00 p.m.	MS FINAL PICTURE EDIT	JPL Edit Suites	DIR 5 & 6 w/ Editors
	9:30 a.m. – 1:30 p.m.	MS SOUND EDIT	Rice Audio	DIR 7 w/ Audio Post
	1:00 p.m. – 6:00 p.m.	MS ROUND 2 (1 st Hour is set up)	TELUS	DIR 1 w/ Actors & Crew
	1:30 p.m. – 6:30 p.m.	MS ROUND 2 (1 st Hour is set up)	RICE	DIR 2 w/Actors & Crew
	1:30 p.m. – 6:30 p.m.	MS FINAL PICTURE EDIT	JPL Edit Suites	DIR 3 & 4 w/Editors
	2:30 p.m. – 6:30 p.m.	MS SOUND EDIT	Rice Audio	DIR 5 w/ Audio Post
	7:30 p.m. – 11:30 p.m.	MS SOUND EDIT	Rice Audio	DIR 6 w/ Audio Post

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DAY 16	Friday, January 28th	MAIN Scene Exercise Round 2 Edit & Wrap Up Activities		
	TIME	ACTIVITY	LOCATION	PERSONNEL
	8:00 a.m. – 5:00 p.m.	INDIVIDUAL EXIT DEBRIEFS	JPL 308 and JPL 306	DIR w/ CW and MDIR as scheduled
	9:00 a.m. – 5:00 p.m.	ADMIN Hours	JPL 307	***ADs
	9:00 a.m. – 5:00 p.m.	WRAP GEAR	Rice / Telus/ Various	ALL as AVAILABLE
	9:00 a.m. – 2:00 p.m.	MS FINAL PICTURE EDIT	JPL Edit Suites	DIR 1 & 2 w/Editors
	9:30 a.m. – 1:30 p.m.	MS SOUND EDIT	Rice Audio	DIR 4 w/Audio Post
	2:30 p.m. – 6:30 p.m.	MS SOUND EDIT	Rice Audio	DIR 3 w/Audio Post
	7:30 p.m. – 11:30 p.m.	MS SOUND EDIT	Rice Audio	DIR 2 w/Audio Post
	7:30 p.m. – 9:30 p.m.	CREW DEBRIEF	JPL 313	As Scheduled by Dept.
DAY 17	Saturday, January 29th	MAIN Scene Exercise Round 2 Edit & Wrap Up Activities		
	9:00 a.m. – 1:00 p.m.	CREW DEBRIEF	JPL 313	As Scheduled by Dept.
	9:00 a.m. – 8:00 p.m.	ADMIN Hours	JPL 307	***ADs
	9:30 a.m. – 1:30 p.m.	MS SOUND EDIT	Rice Audio	DIR 1 w/Audio Post
	2:00 p.m. – 4:00 p.m.	ACTORS DEBRIEF	JPL 313	Actors w/ MAct, CW
	8:00 p.m. – 9:00 p.m.	CLOSING CEREMONIES	TELUS	ALL/ hosted by CW, TBC and A
	9:00 p.m. – 10:00 p.m.	PREMEIRE SCREENINGS OF MAIN SCENES	TELUS	ALL WELCOME
	10:00 p.m. - ??	COMPANY WRAP PARTY	Trans Canada Pipeline Building	COMPANY & INVITED GUESTS ONLY
DAY 18	Sunday, January 30th	Next Steps: Directors' Exit Activities		
	10:00 a.m. – 2:30 p.m.	DEBRIEFS W/ Mentors per schedule:	JPL 313	DIR, Mentors, CW
TRAVEL DAY Actors & Crew	8:00 a.m. 5:00 p.m.	ADMIN Hours / Pack up	JPL 307	***ADs
	2:30 p.m. – 4:30 p.m.	THE LANDSCAPE FOR WOMEN DIRECTORS	JPL 313	DIR, Mentors, CW
	10:00 a.m. – 5:00 p.m.	FINAL CLEAN UP	ALL WIDC Locations	ArtDir, Props, Costumes
	7:00 p.m. – 9:00 p.m.	WRAP UP DINNER	TBA	DIR, Mentors, CW, Admin, TBC staff
DAY 19	Monday, January 31st	Admin Wrap Up Day		
TRAVEL DAY	Various	Exit / Travel	Per Itineraries	Mentors & DIR
	9:00 a.m.	Exit / Travel	Per Itineraries	CW, ADs,