

THE WOMEN IN THE DIRECTOR'S CHAIR WORKSHOP (PPPM) 2013

SCHEDULE OVERVIEW – Subject to Change

KEY: DIR= Directors, MDir= Manon Briand, MA = G. Christianne Hirt Shaw; MDps= Roger Vernon; Kim Miles; Pieter Stathis; ME= Dona Noga; Carmen Pollard; MPD = Cathy Cowan; CW= Carol Whiteman; Admin= The Banff Centre staff;

DAY 1		Thursday, January 17th		Opening Day	
	TIME	ACTIVITY	LOCATION	PERSONNEL	
	9:30 a.m. – 10:30 a.m.	Staff Meeting	JPL 204	CW, Mentors, WIDC dedicated TBC Staff	
	10:30 a.m. – 5:00 p.m.	Mentors Self Directed Prep	Rice Studio and various	Mentors, AF	
	7:00 p.m. – 8:00 p.m.	OFFICIAL OPENING WELCOME & INTRODUCTIONS	PDC 103	DIR, Mentors, CW, TBC, ACTRA & Admin	
	8:00 p.m. – 9:00 p.m.	RECEPTION			
DAY 2		Friday, January 18th		Aspects of Acting & Production .01	
	9:00 a.m. – 12:30 p.m.	ASPECTS OF ACTING	JPL Room 313	DIR, MAct	
	1:30 p.m. – 5:00 p.m.	ASPECTS OF CAMERA & LIGHT	Rice Studio	DIR, MDps & WS	
	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' WRAP SESSION: Brief Debrief	Rice Studio	CW, Mentors, ADs & Admin	
	7:00 p.m. – 8:30 p.m.	EVENING PLENARY: Working with the Assistant Director	KCCI 301	ALL WIDC personnel WELCOME	
DAY 3		Saturday, January 19th		MAIN Scene Concept Meetings	
	8:00 a.m. – 5:00 p.m.	INDIVIDUAL MEETINGS MENTORS, incl TBC Editors & Audio	JPL Room 313	DIR as scheduled	
	5:00 p.m. – 5:15 p.m.	MENTORS' DEBRIEF	JPL Room 313	CW, Mentors, ADs & Admin	
	7:00 p.m. – 8:30 p.m.	EVENING PLENARY: Post Production	KCCI 301	ALL WIDC personnel WELCOME	
DAY 4		Sunday, January 20th		Aspects of Production & Acting .02	
MDir AD's & ACTORS ARRIVAL DAY	9:00 a.m. – 12:30 p.m.	ASPECTS OF ACTING	JPL Room 313	DIR, MAct ***	
	1:30 p.m. – 5:00 p.m.	ASPECTS OF CAMERA & LIGHT	Rice Studio	DIR, MDps, ADs & WS	
	5:00 p.m. – 5:15 p.m.	WRAP SESSION	JPL Room 313	Led by CW w/ above: 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. – 8:30 p.m.	EVENING PLENARY: Production Design	KCCI 301	ALL WIDC personnel WELCOME	
	8:00 p.m. – 9:00 p.m.	ACTOR WELCOME & ORIENTATION	JPL Room 313	CW, MAct, Actors, AD's; Admin	
DAY 5		Monday, January 21st		MAIN Scene Casting	
Part 01 CREW ARRIVAL 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	
Production Mentors Self-directed Day	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	KC, Room 301	ALL ATTEND	
DAY 6		Tuesday, January 22nd		Orientation: Blocking For Camera & Other Exercises	
	9:00 a.m. – 9:15 a.m.	COMPANY MEETING	Rice Studio	ALL ATTEND	
	9:30 a.m. – 12:30 p.m.	MENTOR DIRECTOR PLENARY: Deconstructing Story for Screen	Rice Studio	ALL WIDC personnel WELCOME	
	1:30 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	KCCI 301	Actors and DIR ATTEND	
	7:30 pm – 9:30 p.m.	SCREENING: LIVERPOOL	KCCI 301	ALL WELCOME	

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DAY 7	Wednesday, January 23rd	Pre/Production: MAIN Scenes		
GEAR PICK UP	TIME	ACTIVITY	LOCATION	PERSONNEL
Part 02 CREW ARRIVAL DAY (Grips, Electrics, Make Up & Hair)	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
MS REQUESTS FINAL DEADLINES SFX, Snd, Art Dpt.	7:00 p.m. – 7:30 p.m.	ASSIGN Guerrilla Scenes to DIR 5,6,7,8 & ANNOUNCEMENTS / WELCOME FINAL CREW MEMBERS	Rice Studio	<u>ALL MUST ATTEND</u>
	7:30 pm – 8:30 p.m.	SET SAFETY & ETTIQUETTE	Rice Studio	<u>ALL MUST ATTEND</u>
DAY 8	Thursday, January 24th	Warm-up Exercise: aka Guerrilla Shoot		
Theatre / Props / Costume Pick ups	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 1A & 2A 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 3B & 4B 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 1A & 2A	JPL Edit Suites	DIR 1, 2 w/ Editors
	6:00 p.m. – 9:00 p.m.	GUERRILLA EDIT 3B & 4B	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 25th	Warm-up Exercise: aka Guerrilla Shoot		
	8:00 am – 12:00 pm	MAKE UP & HAIR MEETINGS	Telus Dressing Rooms	DIR 1, 2, 3, 4
	8:00 a.m. – 11:45 a.m.	GUERRILLA SHOOT 5C & 6C Lock Gear in Location	Locations TBA	DIR 5, 6 w/ Actors & Crew w/out Gr, Li, MU, Hr, Art
	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.	GRIP/LIGHTING PREP	RICE / TELUS	Grips, Lighting, MDps
	1:00 p.m. – 5:00 p.m.	GUERRILLA SHOOT 7D & 8D 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 5C & 6C	JPL Edit Suites	DIR 5, 6 w/ Editors
	5:45 p.m. – 8:45 p.m.	GUERRILLA EDIT 7D & 8D	JPL Edit Suites	DIR 7, 8 w/ Editors
	9:00 p.m. – 10:30 p.m.	GUERRILLA SCENE DEBRIEFS	JPL 301	DIR w/ MDir
DAY 10	Saturday, January 26th	Final Prep: MAIN Scenes		
It is recommended that all departments aim for early wrap time this day. AD's may schedule brief final meetings to confirm shot lists with Directors/DOPS. MENTORS' AFTERNOON OFF				

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DAY 11	Sunday, January 27th	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. – 9:30 p.m.	VIEW DAILIES MAIN Shoots	JPL 301	DIRs w/ Editors, MDir, CW as scheduled / crew welcome; Actors NC
DAY 12	Monday, January 28th	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
	6:45 p.m. – 7:15 p.m.	COMPANY PHOTOS	JPL Lobby	ALL MUST ATTEND
	7:30 p.m. – 9:30 p.m.	VIEW DAILIES MAIN Shoots	JPL 301	DIRs w/ Editors, MDir, CW as scheduled / crew welcome; Actors NC
DAY 13	Tuesday, January 29th	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 FM Coordinator / LP	***ADs off
DAY OFF Actors & Shooting Crew	1:00 p.m. – 5:00 p.m.	DIR REVIEW MS Rough Cut (Learning Goals)	JPL 313	DIR w/ MDir, MAP, 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.	DIR REVIEW MS Rough Cut (Learning Goals)	JPL 301	DIR w/ MDir, MAP, CW as scheduled
DAY 14	Wednesday, January 30th	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 31st	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
	Evening	WRAP ART DEPT	Rice/Telus/JPL 1 st FI Hallway	Art Dept

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DAY 16	Friday, February 1st	MAIN Scene Exercise Round 2 Edit & Wrap Up Activities		
	TIME	ACTIVITY	LOCATION	PERSONNEL
Colour correct sessions	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 2 nd Floor	Per Greta H. / Traighana Smith
	9:00 a.m. – 5:00 p.m.	WRAP PRODUCTION 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 DEBRIEFS	JPL 313	As Scheduled by Dept.
DAY 17	Saturday, February 2nd	MAIN Scene Exercise Round 2 Edit & Wrap Up Activities		
	9:00 a.m. – 3:00 p.m.	CREW DEBRIEFS	JPL 313	As Scheduled by Dept.
	9:00 a.m. – 5:00 p.m.	ADMIN Hours	JPL 2 nd Floor	Per Greta H./Traighana S
	9:30 a.m. – 1:30 p.m.	MS SOUND EDIT	Rice Audio	DIR 1 w/Audio Post
	3:00 p.m. – 5:00 p.m.	ACTORS DEBRIEF	JPL 313	Actors w/ CW
	8:00 p.m. – 9:00 p.m.	CLOSING CEREMONIES	TBA	ALL/ hosted by CW, TBC and ACTRA w/ Sponsors
	9:00 p.m. – 10:00 p.m.	PREMEIRE SCREENINGS OF MAIN SCENES	TBA	ALL WELCOME
	10:00 p.m. - ??	COMPANY WRAP PARTY	TBA	COMPANY & INVITED GUESTS ONLY
DAY 18	Sunday, February 3rd	Next Steps: Directors' Exit Activities		
TRAVEL DAY Actors & Crew	11:00 a.m. – 4:00 p.m.	DIR DEBRIEFS W/ MDir per schedule:	JPL 313	DIR, MDIR
	4:00 p.m. – 5:00 p.m.	THE LANDSCAPE FOR WOMEN DIRECTORS	JPL 313	DIR, Mentors, CW
	5:00 p.m. – 6:00 p.m.	MENTOR DEBRIEF	JPL 313	Mentors, CW
	7:00 p.m. – 9:00 p.m.	WRAP UP DINNER	By Invitation	DIR, Mentors, CW, TBC ACTRA, Telefilm
DAY 19	Monday, February 4th	Final Travel Day		
TRAVEL DAY	Various	Exit / Travel	Per Itineraries	DIR, Mentors, CW