

Auto Time

Writing the Script



Now that your instructions have been written, you must put together a detailed and clear script for your television program. You will use your set of instructions for part of this script. The purpose of this script is to help you with your organization of the TV program AND to help the videographer know how to film it.

Requirements:

- ◆ Use the provided model on the back of this sheet to help you write and format your script!
1. Scripts must be typed and error-free. Only one script needs to be created per team, but you will each need a copy of it.
 2. Write an introduction that greets the viewers; this is how you plan on starting your show. Try a creative beginning to get the interest of your viewers (think of the openings of the videos we viewed in class).
 3. Each team member must have a specific part. Indicate who will be saying what. Each actor MUST have equal speaking time.
 4. You will be incorporating your complete set of instructions into the entire script. Additional explanation of tools and/or tasks may be required for the script.
 5. Indicate where the camera should focus and zoom. This will depend on the procedure; TAKE ENOUGH TIME TO REALLY ENVISION HOW YOU WANT WHAT YOU'RE DOING TO BE SHOWN ON FILM.
 6. Throughout your script, incorporate warnings, cautions, and tips. Make your language as easy to understand as possible – it will probably help to use some creative comparisons or analogies when describing specific parts or their functions.
 7. Include a conclusion/closing comments/review of the program's main points.
 8. Plan on a 5-7 minute program.



Installing a CD Unit Script

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 Applied Communication
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OPENING LINES/INTRODUCTION:

Camera: Focus on Bob and John in the passenger seat through the driver's side window.	John: Auto sound systems are increasing in popularity every day, but is your automobile stuck in the 90s with a vintage cassette deck?
Camera: Zoom in past John to focus only on Bob.	Bob: Well, then, you're in luck. In today's episode of Auto Time, John and I will show you how to remove that obsolete tape deck and replace it with a shiny new CD unit so you too can leave the dark ages behind and become a member of the auto CD unit revolution. That's right – you'll never have to suffer the pain of losing your favorite music to the tape demon again.
Camera: Zoom in to the tape deck and focus on the tape deck and the mass of tangled cassette tape flowing from the deck.	

ETC.

TOOLS AND MATERIALS:

Camera: Focus on John and Bob in front of the workbench with the needed tools.	John: Before you begin, you'll need to gather your tools and materials. The most important material is, of course, the new CD deck; we recommend the powerful and reliable units made by Alpine. Keep in mind, the greater the wattage, the more powerful the system.
Camera: Focus on John holding up a new CD unit.	
	Bob: Additionally, you will need these

	tools: a wire stripper . . .
Camera: Focus on the wire stripper on the workbench.	
	Bob: a wire tester . . .
Camera: Move to the wire tester on the workbench.	

ETC.

PROCEDURE:

Camera: Zoom in on John in the passenger seat through the passenger window.	John: Head unit installation is a very simple process that just takes a little bit of brains and the know how to read a set of instructions.
Camera: Focus on Bob in the driver's seat and then to the paneling.	Bob: First, you need to remove the front paneling; it's most likely plastic, so be careful not to break it or crack it. Once the paneling is removed, the head unit should be exposed, ready for removal.
Camera: Focus on John on the passenger side and then to the wiring.	Now, it's time to cut some wires. The main wire's you'll be dealing with are the power, ground, and antenna wires. Your wire cutter and cutter stripper will come in handy now; take the wire cutter and carefully cut and strip these three wires. Be careful not to cut too deeply or you will have to repeat the process and lose wire length.

ETC.

CLOSING/REVIEW: follow the format above

Instructional Video Script Criteria Set

Score	Target Audience Awareness (20)	Fluency and Content - camera directions (20)	Fluency and Content - speaker lines (50)	Format (10)
A	<ul style="list-style-type: none"> - Script includes definitions and explanations of potentially new vocabulary words - Script contains complete camera directions (no commands omitted) - Script contains complete instructions in speaker lines (no information/steps omitted) 	<ul style="list-style-type: none"> - Camera directions are clearly placed at the beginning of relevant speaker lines - Camera directions use appropriate commands (focus, zoom, show) - Camera directions specify level of detail to capture - Camera directions are clear enough for anyone to follow accurately 	<ul style="list-style-type: none"> - Speaker lines are presented chronologically, reflecting the organization of the instructional document - Speaker lines are written as complete thoughts - Speaker lines emphasize and clearly explain cautions/warnings - Speakers share equal speaking time - Speakers alternate regularly throughout the script 	<ul style="list-style-type: none"> - Document is divided into two columns - camera directions on left, speaker lines on right - Document is divided into rows clearly denoting changes in speakers and camera directions - Document is broken down and labeled by introduction, tools and supplies, procedure, and conclusion
C	<ul style="list-style-type: none"> - Script includes definitions of potentially new vocabulary words, but may not explain them - Script contains nearly complete camera directions (only a few non-crucial commands may be omitted) - Script contains nearly complete instructions in speaker lines (a few minor details may be omitted) 	<ul style="list-style-type: none"> - Camera directions are mostly placed at the beginning of relevant speaker lines - Camera directions mostly use appropriate commands (focus, zoom, show) - Camera directions sometimes specify level of detail to capture - Camera directions are clear enough for most people to follow accurately 	<ul style="list-style-type: none"> - Speaker lines are mostly presented chronologically - Speaker lines are mostly written as complete thoughts - Speaker lines mention but may not clearly explain and emphasize cautions/warnings - Speakers share almost the same amount of speaking time - Speakers alternate throughout the script but not regularly 	<ul style="list-style-type: none"> - Document not divided into separate columns for camera directions and speaker lines, but changes may be present and clear - Document is not divided into rows signaling changes in speakers and camera directions, but changes may be present and clear
F	<ul style="list-style-type: none"> - Script includes few definitions and explanations of potentially new vocabulary words - Script omits some camera directions - Script omits some information/steps 	<ul style="list-style-type: none"> - Camera directions are not clearly placed at the beginning of relevant speaker lines - Camera directions do not use appropriate commands (focus, zoom, show) - Camera directions do not specify level of detail to capture - Camera directions are not clear enough for anyone to follow accurately 	<ul style="list-style-type: none"> - Speaker lines are not presented chronologically - Speaker lines are mostly not written as complete thoughts - Speaker lines do not explain and emphasize cautions/warnings - Speaking time is very unevenly distributed between speakers - Speakers do not alternate throughout the script 	<ul style="list-style-type: none"> - Document is not divided into separate columns for camera directions and speaker lines - distinction between camera directions and speaker lines may be absent or unclear - Document is not divided into rows signaling changes in speakers and camera directions - changes may be absent or unclear - Document is not broken down and labeled by introduction, tools and supplies, procedure, and conclusion