

THE
TAKING OF GLOBAL
YOUTH
FILM FESTIVAL
TOOLKIT



TakingITGlobal

- 1 INTRO
- 2 WHO, WHAT, WHERE, WHEN, HOW?!
- 6 BRAINSTORMING
- 7 GETTING THE GOODS
- 9 SCRIPTS
- 10 STORY-BOARDING
- 12 EQUIPMENT: CHEAP TECH CAN MAKE BIG MOVIES
- 15 EDITING
- 16 FESTIVAL TECH
- 17 GETTING THE WORD OUT
- 19 THROWING AN ONLINE FESTIVAL
- 19 LINKS



Written and designed by Zeesy Powers and Lisa Campbell.

With contributions from the students of Macklin P.S. and the TakingITGlobal community.

©2004, TakingITGlobal



Hello there young moviemakers!

Welcome to the TIG Youth Film Festival Toolkit! As digital video technology becomes more and more accessible the possibilities of independent community media are blossoming into incredible potential. Video cameras are becoming smaller, more portable, and easy to use. Video co-ops and digital media youth projects are popping up around the world. As these initiatives grow, there are more and more opportunities for motivated youth to produce their own independent videos! This toolkit will be a resource to guide you through the process of creating, supporting and distributing your own media.

You've probably heard some talk about media monopolies. The issue of who controls the media is not a new one—worldwide concern about media access and control has been growing since the mid-1970's. These concerns were brought to a boil with the publication of the United Nations-sponsored McBride Report.

“We can sum up by saying that in the communication industry there are a relatively small number of predominant corporations which integrate all aspects of production and distribution, which are based in the leading developed countries and which have become transnational in their operations. In the decades since, growth and consolidation of these conglomerates has only accelerated; they are larger and their reach is greater than ever.”

- Sean McBride, UNESCO, 1978

Since that report was released, fewer and fewer groups control more and more of the world's media, to the point where there are now only a handful of large multinational corporations controlling “the media” (television, newspapers, magazines, books, movies and internet). Such a concentration of power means more money can be invested into the production and distribution of a movie.

Knowing that, why would anyone want to make a movie of their own? Doesn't Hollywood do it better than any of us could ever imagine? Aren't there already smarter, older, richer, better educated adults who could make movies on the same topic that I want to explore? Well, dear reader, in the next section you will find support for your deepest desire—to create your own media on the issues that matter to you.

WHY? WHO? HOW?

“Everyone has the right to freedom of opinion and expression; this right includes freedom to hold opinions without interference and to seek, receive and import information and ideas through any media and regardless of frontiers.”

-Article 19 of the Universal Declaration of Human Rights

WHY?

If everyone has the right to make media then why is it that only a few corporations are producing the majority of the media that we consume?

Older, established people make media through their own eyes. You have valuable and unique perspectives and experiences which they may not think are important enough to invest in. By creating work that reflects your life, you have a response to somebody who wants to tell you how your life should be. Who else will spread awareness about the issues that are important to you?

Organizing a festival is also a really good way to promote your talented friends and peers, and give you a creative outlet for more than just movies. Good movies and film festivals need musicians, artists, web designers and all kinds of volunteers to get off the ground and flying. You'll also be able to meet creative kids you might not have had the opportunity to work with before, and making new friends is a pretty good reason to do anything in the first place.... Most of all, you should make a movie because it's fun!

Once you've made a movie, why would you go to the trouble of organizing a film festival? When you hold your own film festival, you are in control of the circumstances under which your movies are seen. Not only are you celebrating your movies, you

have the opportunity to meet your audience and talk with other movie-makers. There are many youth film festivals happening all over the world (check out the **Links** section for more information!), but that doesn't mean you can't start one on your own!

WHO?

Anyone can make a movie, as long as they have access to a camera or a computer. Young people from all over the world are making movies today! Many are motivated from curiosity; others do it from a desire to tell a story that is important to them. Both come with their own unique challenges and rewards.

Who is the audience? This is an important question to answer before you set out to make your film. Are you talking to little children, or adults? People with power, or people who need empowering? Your peers, or people with whom you do not see eye to eye (yet)? Like everything else about your movie, the answer does not need to be set in stone, but is a helpful guideline that will make the finished product that much better.



Your movie doesn't have to be about something political in order to be revolutionary. Just picking up a camera and expressing yourself is a major statement about your right to freedom of expression. Your movie could be a fictional story with actors playing roles, but it could also be an animation, an experiment, a documentary, or anything else you can think to put on video. The camera is just a tool—the real art happens in your head.

WHAT?

The Documentary

Many of you may be wondering: “What is a documentary?” This is not a stupid question. Many professional documentary makers disagree over the answer. The simplest definition is that a documentary is a film that documents an event. The documentation can come in many different forms. Live recordings of an event, photographs, papers, re-enactments, interviews with people who have either experienced the event, influenced the event or were knowledgeable about the event, footage of places and any other form of creative documentation you can think of all help to form a documentary.

Is creating something just to document it a documentary?

Opinions on this question vary. Many groups who perform guerrilla or street theatre create documents of their events to distribute to people as a way of increasing the awareness of the issues they are dealing with. In many ways, the documentary of the event becomes an even more useful tool than the event itself. Some people create mockumentaries, which can either be a documentary of a fake event, or a satirical point of view on a real event. Mockumentaries are usually meant to be funny but can be difficult to pull off. However you choose your event, and whatever method you choose to document it through are good, as long as you are honest in your interest and your storytelling. This is because documentaries come with the idea that they are some how revealing the “truth.” That is a big responsibility, and it is your job to make sure that the truth you are revealing is as accurate as possible.

Censorship...

This is a big issue for anyone who is expressing themselves creatively. In many countries, you might run into problems getting permission to show your movies in a theatre. The government may not allow you to screen your movie until it has been “approved,” and this can often cost a lot of money. Why do governments censor movies? Most often, they are looking for “offensive content.” While some agree with this practice, others think it is a bad thing because any type of censorship limits free speech. What do you think about censorship?

Censorship can take the form of altering movies, or banning them altogether based on their content. You may consider censoring the

movies you will allow into your festival. Think about the reasons why movies are censored. In some places, a movie might be censored because it does not reflect the values of the government. In other places, a movie might be censored because it is considered offensive to certain groups. If you hold your festival at a school, the administration may want to censor movies with inappropriate content. Censorship comes in many forms, and you will probably encounter it. It may mean switching your venue to a place where certain rules do not apply. Go to the **Where** section for more ideas.

The Film Festival

WHAT?

Not every film festival needs a red carpet. Your festival could run anywhere from a few hours during one evening to a whole week of screenings and discussions. Your festival could be themed (Envirocinema, World Film, Urban Voices, Rural Voices, music documentaries, animation, anything!), or general. You may want to include films only from the people in your school, community group or organization, or you may want to open it up to a diverse group of submissions. It could be informal or come with all the bells and whistles of an awards ceremony and parties. Your festival can be a one-time event, or travel around. We will go into more detail about how the festival can be organized later.

WHERE?

The best place to start is in your own community. This is true for both your documentary and your festival. However, this does not mean you have to limit yourself to the place where you live.

What is an authentic venue? That depends on **who** you are talking to and **what** you want to say. If you are making your documentary to inform your peers, then the venue could be a local gathering spot, such as a school, community centre or even a local business such as a restaurant. You might even be able to rent out a local theatre at a reduced rate to screen your movies on a big screen!

Do you ever wonder how people all over the world are able to see movies from Hollywood? It's not always because they are the best movies, but because they have large distribution budgets. If you are interested in screening your festival or individual movies outside your community, there are ways to do this without a big distribution budget. Connect with other movie-makers/media activists through TakingITGlobal's website, organize screenings, swap films, upload trailers. Search the internet for other groups of young filmmakers to see if they would be interested in doing a video swap. With a lot of effort and a little money, you can host an international youth film festival in your community, and bring your movies to the international community.



Timing is essential if you want to have your movies finished for your festival. Some key questions you should ask yourselves are:

- Where will all our movies come from? Just our group or from others as well?
- Does everyone have good access to equipment and other resources or do we all have to share a limited amount? Who has more; who has less?
- Do some people have more experience than others or are we all just learning?
- How many people do we want to come see our festival and how soon will we have to let our audience know that it's happening?

Once you have answered these questions, you should have a better idea of the timeline you'll need to work on.

Before anything else, decide on how long you will need to finish shooting your video, editing your movie, organizing your festival, collecting submissions and publicizing the big event. Make deadlines, and stick to them.

You may want to have all of your movies due at least a month before your festival date, just to make sure you have enough time to pre-screen them, check for mistakes, capture clips for trailers and other types of promotion and anything else you can think of to make sure that you are all **well-prepared** for the big event.

WHEN?

So, how are you going to make this movie and where are you going to start? First you need an idea. You may already have one in mind but we are going to provide you with a set of tools to refine your topic of choice. If you want to start mapping out your ideas, skip to the **Brainstorming** section.

You are going to need equipment, which can be expensive if you don't have the right connections. If you need advice on what equipment to use and where to get it skip to the **Getting the Goods** section.

Once you know what type of movie you want to make, it's time for the preparation and planning to begin. This part is essential if you want your movie to go according to plan. If you are creating a fictional work or an animation, you will need to write a script and begin a storyboard. You may want to do some research on the issues in your movie, or look at the work that other people have done that is like your idea. For example, if you are doing a retelling of "Little Red Riding Hood," you wouldn't want to begin without having read at least one version of the story! Even if you are experimenting, it is still a good idea to understand what you are trying to accomplish before you go out and shoot. You will save time, which is especially important if you only have access to your equipment for a short period. It is up to you to research who you need to talk to and what you need to record.

HOW?

Filming is something that requires a lot of time. First we had to make a script ... Then came the really hard part, which was memorizing the lines. Memorizing a paragraph worth of lines is not an easy task. Well, after we thought we were ready, we started to film. Takes, retakes and even more retakes and then we had to import the clips to our computers. I guess hard work pays, now we were at the fun part...editing...

-Mints, 14, Toronto, Canada



***Distributing a
schedule keeps
everyone informed!***

Documentaries

HOW?

If you are making a documentary, you may not think that your topic is not a top priority locally, but try to tie your documentary into your everyday experience. Be creative! Remember the classic saying:

**think globally,
act locally!**

Very often, your local community is a microcosm of what is occurring in other places. Remember when we said that a documentary has different meanings for different people? For many people, documentaries, no matter what their subject, centre on the human condition. Be careful of stereotyping. If possible, interview

your subjects before you film them. Make sure to treat yourself with the respect and honesty with which you would portray yourself. Try not to make assumptions, and do your research before hand. Remember is to let the story tell itself. This means allowing for flexibility about what your documentary will tell. Many filmmakers have started filming thinking one thing about their subject, but change their minds once they become more familiar with what they are trying to document. This is also true for any movie that you might make. The trick is to plan in advance so that you can change your plans if you need to, but you are never stuck without any ideas at all. Changing plans doesn't make you a bad filmmaker, it makes you **adaptable**.

Brainstorming

Every good movie starts with a good idea. Some questions you might want to ask yourself are:

What kind of story is important to me?

What story can I tell that hasn't been told in my voice before?

What issues in my community do I think people outside of it should know about?

If you are having difficulties answering these questions, use some of the activities included in this kit to figure it out.

Once you have an idea, you'll need to decide how you will tell your story. Take it one step at a time... don't start with a feature film. Starting with a short from 5-20 minutes in length will force you to think creatively and give you less to worry about as you learn new skills. Do your research!

A Note on Authenticity...

What are we talking about when we say “authenticity”? This is a big issue for documentary makers. If you’re portraying a person who you don’t know, you need to treat them with the same respect you would want for yourself, your friends, or your family. Before you set out to film, try to learn the history of your topic, and get your information from a variety of viewpoints. The internet, books, newspapers, magazines, personal experience and interviews are all good ways to get a new perspective on your topic.

An authentic film does not alter your information to fit a message you decided on before even beginning to film. Most movies do not change once the script has been finalized and the story board laid out, but documentaries must change as they progress. What you expected to happen might not, or the person you expected to interview might turn out to be very different from what you had imagined. Even though your movie will change as you work on it, it is still important to research your topic and plan ahead. Doing so will make your job **much easier** later on.

Once you’ve found your topic and done your research, it’s time to plan out your movie! We’ll do this with a script and a storyboard. Look ahead for information on storyboards and scripts!

Getting the Movies

No matter who you are or where you come from, you are going to need help to make your movie. Support comes in many forms: school boards, local video co-ops, youth groups, community centres, your friends, teachers, small businesses, new media groups, camps, universities, colleges and art schools. They are all wicked sources of equipment and advice.

You don’t have to go to a university to take advantage of their resources. Make contacts in film clubs, video clubs and art clubs. Making connections through schools is one of the best ways to meet people who have useful skills and ideas to share, as well as access to equipment.

You should also research government incentives for community youth programs. It may require more time and effort to get those resources, but they can often be well worth it. If you live in a place where video technology is out of the reach of most people, you might want to look into **UNESCO’s INFOYOUTH** program, and others like it.

www.unesco.org

United Nations Educational,
Scientific and Cultural Organization

These programs exist to bring access to information and technology to people in parts of the world where it is not widely available.

MOVIES

It’s not just the expensive stuff that you’ll need help on. Actors, crew, locations, publicity and distribution are all things that will help make both your movie and your festival great. Try to connect to other young people in your community who might be willing to share or trade equipment, skills and time. You can connect to other people through the internet and sites such as TIG, or through calling around to places that support young people in your area (Boys’ and Girls’ clubs, schools, community centres, health and education groups, etc.).

The internet is especially good for setting up your festival, letting you share your movies with the whole planet. Whether or not you can put your videos online, you’ll want to show them to your friends, family and community members. That’s where the festival comes in. You can hold your festival anywhere that you can set up a VCR, DVD or other video system and a TV or projector.

CO-OPS

Video co-ops are an excellent resource for any young filmmaker. These are groups which have been formed by people who want access to equipment but need to pool their resources for the money or expertise to own and use it. There are artist-run video co-ops, activist video co-ops, student video co-ops, and others.

Co-ops are good for more than just equipment. They're also filled with creative, knowledgeable people who can help you make and promote your movie. Most co-ops make a point of knowing who else in your area is working with video, and who is interested in it. As a young person, they may provide you with free or discounted memberships, rentals and other services.

The whole point of a co-op is for people who would not have access to equipment because of the expense to pool their resources and share. If a camera costs \$10,000, you probably can't afford it on your own. But if you can get together with other people who want a camera, you'll have a better chance of affording one.

Another advantage of a co-op is that they are considered by most governments to be a not-for-profit organization. This means two things. The first is that you will not have to pay taxes. The second (and more important thing) is that as an organization you will have a better chance of getting government and non-government organization (NGO) grants. These grants can go a long way to helping you set up a thriving co-op, complete with cameras, sound and lighting equipment, and editing suites. If you want to know more about the kind of equipment you'll need, skip to the **Equipment** section. If you're interested in where you can go to find out about funding, skip to the **Links** section.

FESTIVALS

Festivals don't have to happen in movie theatres! Think about places like your school, a community center, your home, a park(!), art galleries, museums, anywhere you can fit an audience.

If you're lucky enough to have a friendly movie theatre in your area, you might even be able to get a good deal on renting out a silver screen for the night. Talk to independent "rep cinemas," community theatres, and even your local multiplex to see if they'll give you space for a night cheap or even free!

If you are charging admission to your festival, you might even have money left over after theatre rental.

Most business owners get very excited about being associated with creative young people, and will be happy to talk to you about being involved. Ask for a discounted rate; they should charge you less than they would adults or a for-profit group. While it's nice to get involved with local businesses, you want to make sure that they're helping you out as much or more than you are helping them.

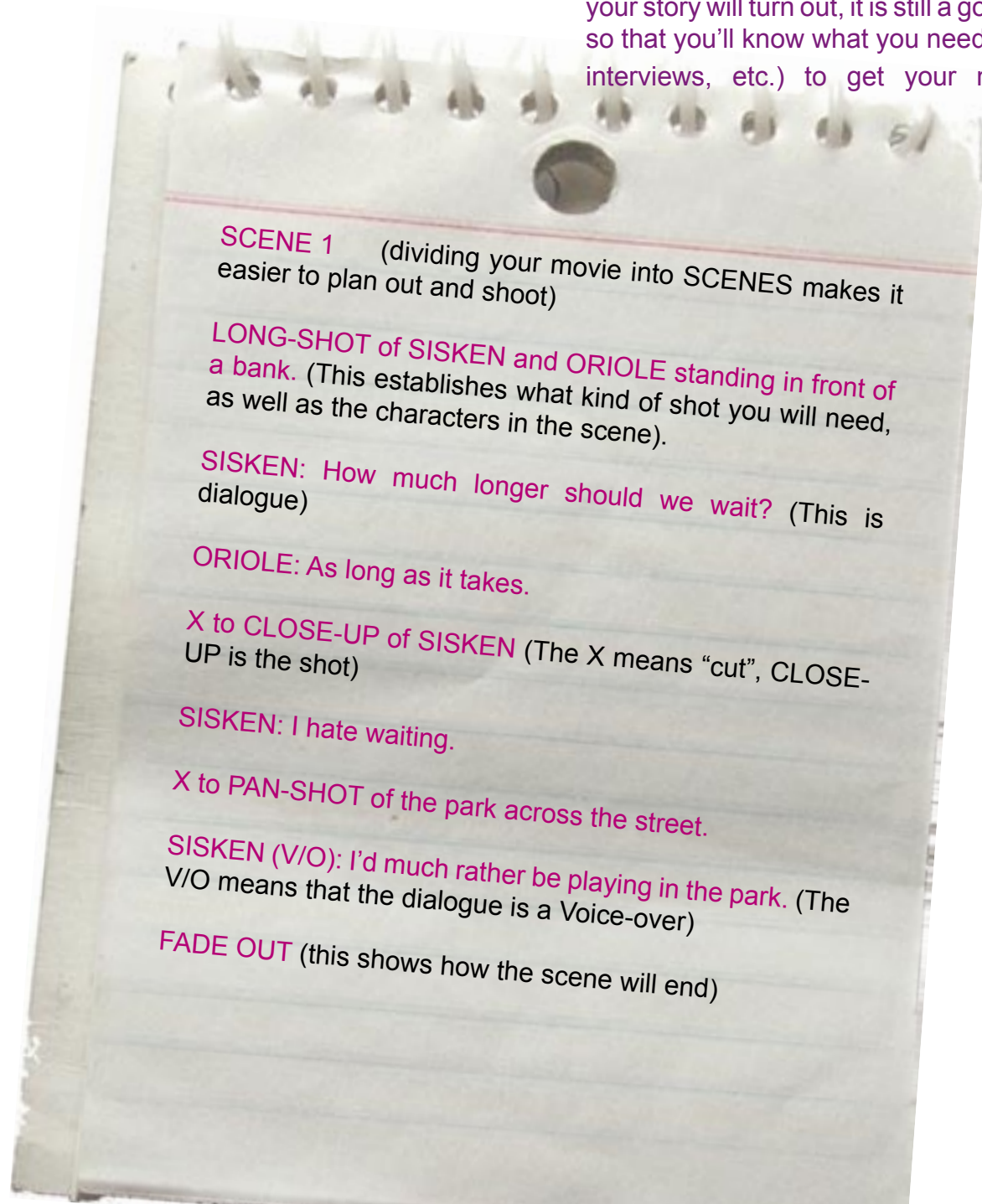




(location, people, action, dialog)

The script is the foundation of your movie. Before you even pick up a camera, you will need to figure out not only your story, but how you want to tell it, and who needs to be involved. Your script will be the most useful tool you will have to find out how to plan your shooting and editing. Here is an example of one way to write a shooting script:

It might seem strange to write a script for certain types of movies, like documentaries or experimental films, but it can be a very useful tool, much like the storyboard. You will want to write down locations, interviews, voice-overs, sound and music cues and expected footage in the order that you want them to appear. If you have text that you would like to include in your movie, this is a good way to figure out at what point you'd like to insert it. Even if it feels like you're writing a script without any idea of how your story will turn out, it is still a good idea to try so that you'll know what you need (equipment, interviews, etc.) to get your movie done.



Storyboarding

A storyboard is a series of drawings, like a cartoon strip, that shows shot-by-shot how your movie will look.



① "What time is it?"



② "Run, we're gonna be late!"



③ "Phew! We made it!"



Maybe you are thinking: "how do I plan how something will look when it hasn't even happened yet, and I can't control the event?" Filming a live event poses its own unique challenges, which we will address later. This doesn't mean you can't plan ahead. Your storyboard might look like this:



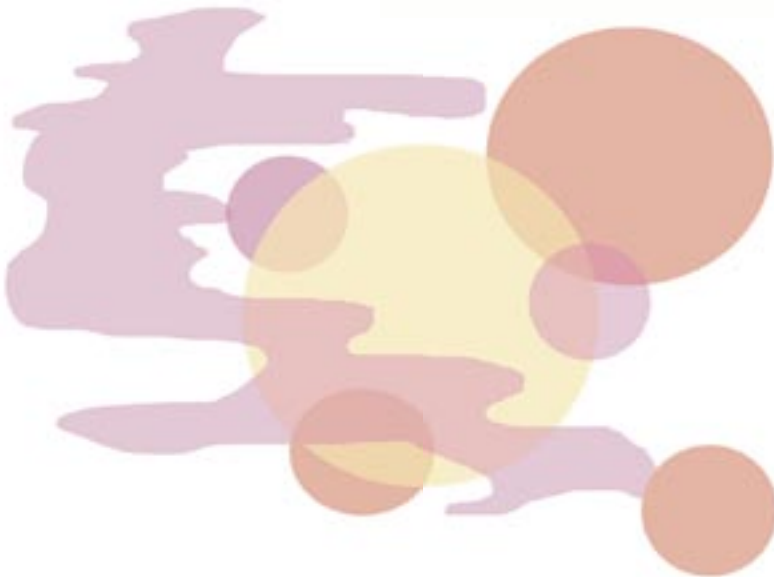
① Location shot of Mime School



② CU Interview shot of Mime



③ Event Footage



Your storyboard is creating a visual tool to help you figure out what type of footage you need before you go out and get it. This is especially important if you only have access to a camera for a limited amount of time. If you are making a documentary about a local forest that is getting cut down, you want to be prepared for to take the shots you need on the day of the cutting before it is destroyed.

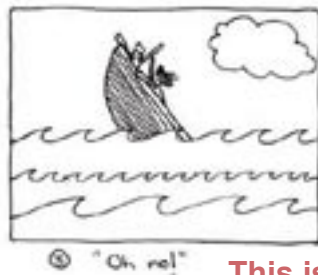
Similarly, if you are traveling somewhere else to tape an event, you may want to get shots before and after the event during your one trip, so that you do not need to make another. A story-board helps you visualize how you want your movie to look so that you can plan all your filming before you even get your camera. Did you notice the different points of view the story board included? These are the shots. Some of the basic shots are:

Medium shot: Most of a person's body is visible in this shot.



This is a medium shot

Long shot: A full human figure can fit into the shot. Provides a good sense of background and environment. Good for establishing location.



This is a long shot

The story board is also a useful communication tool between the director and the rest of his or her crew. You can use it to quickly explain an idea that might have been difficult to communicate with words.

Close-up: A person's head and shoulders fits into the shot. Good for interviews.



This is a close-up

Pan: The camera moves across the scene.

Bird's Eye: An overhead shot. Good for establishing location.

Worm's Eye: A shot looking up from the ground.

LOW BUDGET CAMMAKING

CHAPTER TEN MOVIES

Getting the equipment you need to complete your project might be the most difficult part of making your movie. In many parts of the world, video technology is inaccessible to everyone but the most wealthy. You may find that once you do get a camera, it is not as “professional” as you would have liked. Not every production has to look like *The Lord of the Rings*. Before you do anything else, you should know what type of movie you want to make and what kind of technology you are working with. Just because you have cheap equipment and no budget doesn't mean you have to make a bad movie. The trick is to plan ahead to make the best use out of the stuff you've got.

Make a call sheet! Who is involved (actors, crew)? What weather is expected or needed? Which scenes are being shot? Also include “Plan B”.... If not something goes wrong, what other scene could you shoot? If your movie requires interviews, make sure your schedule accommodates your subjects' lives. They might be busy, so be sure to make an appointment and be ready to shoot that day. List things that could go wrong and prepare for them: running out of tape or batteries, getting locked out of shooting space, actors getting sick, etc. Think about noise and light levels! Once you've done your preparation, it's time to shoot the movie!

The most basic shoot possible involves a camera and a person to press record. Amazing movies have been made like this, so don't think your resources limit your creativity! That being said, there is a lot of amazing technology available to young people if you can get your hands on it. Here's a rundown of some of the equipment you could use in creating your production:

“Access to video camera, editing materials and others here is like attempt on a president life in the presence of his loyal subject. Not that it is impossible it is simply suicidal. Access is none.”

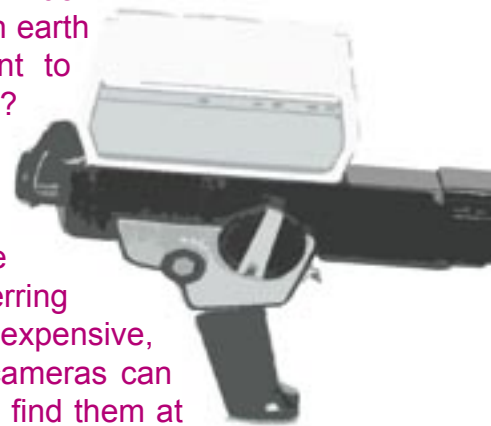
- Prince Odimegwu, Nigeria



The Camera:

There are many different types of cameras you can use in your production. These are the five that are the most accessible:

Super-8 Cameras use film, not video. This makes distribution a bit more difficult. It is expensive to transfer to video, and it is usually silent, as sound film is much more expensive. Why on earth would anyone ever want to make a video in Super-8? Well, there are a number of reasons. You can edit it by hand or draw directly on the film itself to create animation. While transferring the film to video is very expensive, super-8 projectors and cameras can be really cheap (you can find them at garage sales and junk shops!), unlike digital projectors and cameras which can go for thousands of dollars. Still, the difficulties in developing and distributing super-8 film do not make it a practical choice for most movies.



An option that combines the low-tech simplicity of super-8 with the ease of video is **Super-VHS Cameras**. These record directly onto VHS tapes. They usually come with a directional mike and special effects options.



They generally aren't made new anymore, but this means they are considered "junk" or "outdated" by a lot of people. What this means for us is that they can be available for free or cheap.

Super-VHS cameras can be pretty abundant in the dusty corners of high school or university AV rooms, or tucked into used and surplus electronics stores.

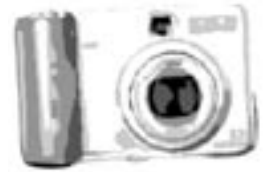
More expensive than the Super-VHS, but better quality, are **Hi-8** or **Digital-8** cameras. These use cassettes which are smaller than VHS tapes, but bigger than Mini-DV. These cameras were intended mostly for people who wanted to make home movies, so they are pretty easy to use but do not always have options like a manual focus. Many come with LCD screens in addition to eyepieces for viewing your footage. If you want to edit your movie on a computer, make sure the camera comes with a firewire port. Hi-8 is a less popular format nowadays, so you can usually get a good deal on these cameras if you would like to buy one.



Right now, the most popular cameras are **Mini-DV** or **Digital** cameras. These come in a huge range of prices and quality, everything from simple home-movie jobs to cameras that shoot professional full-length movies. No matter what the quality of the camera, if you plan on buying, expect to pay at least \$500 and up to \$10 000!!! (All figures are in Canadian funds). The difference is usually in the resolution of the video image, not necessarily in the gadgets and special effects that the camera comes with. These are by far the easiest to use with computers

But just because it is the newest technology does not mean it is the best technology for you. If you will be doing all your editing in camera or on a VHS machine, Mini-DV cameras will not make your job any easier.

The last kind of camera on this list is a digital still camera with movie or video function. What? Well, technology has moved so fast that today many digital cameras, and even cellular phones, have video functions. The video you can capture is very short, from a limit of 10 seconds to 4 minutes, but it is still video! The formats that the videos come in depend on the kind of camera you are using, but they are always digital, and very easy to send over the internet. They might not be big-screen quality, but if you think creatively you could create an awesome movie available to billions over the internet, all for very little money.



PROS

CONS

super-vhs

- inexpensive, records directly to VHS, making distribution easier
- makes in-camera editing very simple

- the footage is lower-quality (low-resolution)
- is not as easy to transfer footage to a computer as digital video

Hi8

- nicer footage than Super-VHS
- smaller than Super-VHS, easier to hide

- tapes require transferring to VHS, DVD, or internet format (quicktime, etc.) to be viewed by most people
- may need an additional microphone

Mini-DV

- easy editing with most Macs and PCs
- digital format means a higher picture quality
- usually has interesting special effects

- same as for Hi-8 cameras, but Mini-DV's are usually much more expensive

Digital Still Camera

- small and discrete
- often cheapest option
- easily connected to the web
- encourages non-traditional movie making

- often poor image quality
- only records short clips
- computer access necessary

If you already have a camera..... you may want to consider hooking up with other young people in your community who do not have access to equipment. They might not have a camera, but they may have ideas, actors, locations and other resources to share. Go back to the **Getting The Goods** section for more ideas on how you can share skills and resources.

Other Equipment:

Great, you've got a camera! So, are you ready to start shooting? Well, you may want to consider some other technical aspects of your movie...

Lighting

A simple and (sometimes) inexpensive way to improve the look of your movie. Always make sure you have enough light to capture the images you need. When conducting interviews, make sure that people's faces are well-lit, without too many shadows (unless you want the shadows to be there...)

You don't need expensive movie lighting to have a well-lit shot! Sunlight is your best light source, but desk lamps, flashlights and anything else that gives off light can produce many strange and interesting effects.

Lenses

If your camera can switch lenses, you may want to experiment with some different ones. A wide-angle lens will give you a "bigger picture", as though you were looking at the image with your own eyes instead of through a frame. A fish-eye lens will make objects at the centre of the frame bigger, while objects at the edges get smaller.

Sound

If you want to hear what people are saying in your movie, then sound will be a very important part of it. Make sure to test your camera beforehand to see how far a person can get from the camera before they become difficult to hear. If you have the resources, you may want to look into obtaining a directional mike to pick up dialogue better.

Editing

This can make or break your movie. Editing, or Montage as it is called in Europe, is so important we are going to devote an entire section to it. You will need cables to get the pictures in your camera out if you want to edit them. Some of the types of cables you will need are:

RCA Cables - these are cables that have a red, black and yellow or white end to them. These transfer picture and sound from your camera to a VCR, television, or monitor. The transfer quality is not the best, so if it is available you may want to use



S-Video cable - This is a round cable with pins inside it. It provides a high quality transfer of sound and video from your camera into your monitor or VCR. It can also be used to get your video into a computer, but it is not your best option. For that, you'll need a...

Firewire cable - This is the new standard for transferring digital video into a computer, and back out again. Not every camera comes with a firewire port, so you may want to ask before you pick it up.

EDITING

Now that you've come up with an idea, made your storyboard and gotten all your footage, it's time to put it all together! There are many different ways to edit. Before we go into them, here are some basic rules you should follow before editing anything:

Always label your tapes **and** their cases so that you know what is on them.

Go through each of your tapes from start to finish and write down the start and end times of each segment. This is a good time to note the footage you will want to put into your final project and the footage you can ignore.

Done? Then you're ready to edit!

If you plan ahead carefully, you can shoot your entire movie using in-camera editing, which is a technique where you shoot the scenes in the order in which they will appear in the final movie. If your movie is in a very simple style, and only uses one or two locations, this is a really easy way to make your movie. The best part is, all you need is a camera!

In-Camera Editing

Another low-tech editing method is to attach your camera to a TV and VCR or Super-VHS VCR with your cables and edit directly to a VHS tape. It gives you much more control than in-camera editing, and can result in a fancier product because you can do more with the footage you have. If you are lucky, you might be able to find an old video editing board which you can attach to your TV and VCR to add in things like titles and effects. Don't be intimidated by the dials and switches! This is analogue technology, and if you can master it you can make 1000 awesome movies without ever needing a computer.

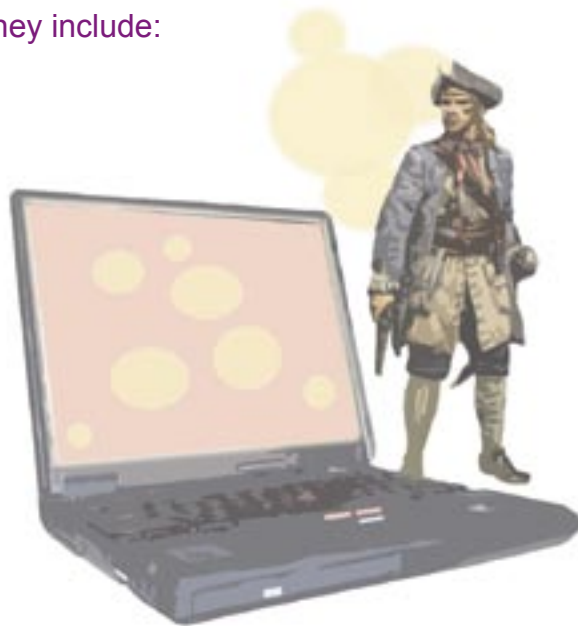
Linear Editing



If your production has access to a good computer, you can make your movie with digital video editing. There are two major advantages to this. The editing programs may take some time to learn, but once you understand them, the results are easy effective, and can look really professional. You'll get the best results, and have an easier time, from footage that was shot on a digital camera. With Macintosh computers, and many PC's, all you need to do is plug your camera in with a firewire and you're ready to edit. All you need is a program. There are so many different programs for editing videos, for everyone from beginners to experts that we aren't going to go into all of them here. What we will do is give you a short list of common programs. They include:

- Final Cut Pro (Adobe)
- After Effects (Adobe)
- iMovie (Apple)
- Media 100

Once you are finished editing, you will need to export your video. You can export your completed video back into your camera as a Mini-DV, burn it onto a DVD or VCD, or convert it into Quicktime or other online format for internet viewing. This is the other advantage of computer editing; the easy conversion to different formats makes it easy to get your video out to many different people.



RENTAL

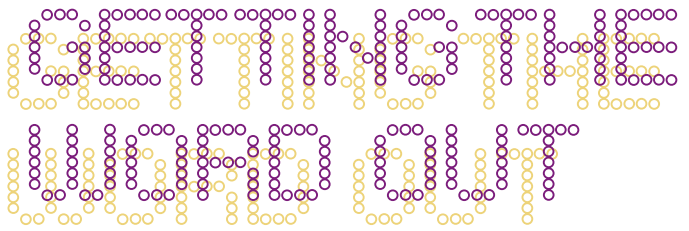
Now that you've finished your movie, you won't be able to give up on technology just yet. If you forget that little fact, you may end up with a less-than-impressive screening for your masterpiece. Scrounging for screening equipment should start at least a month before you want your festival to happen, but the more time you have, the less stress you'll experience come festival time.

Just like with your movie, the kind of festival you have will be affected by your technology, but never forget: **you don't need expensive stuff to look good.** Let's start with the basic requirements. You'll need something to watch the movies on, something to hear the soundtracks with and a place for people to watch the movies.

The Screen

How big a screen you need depends on how big an audience you're expecting. A TV with a VCR might be all you need. Make sure you've got RCA and S-Video inputs so that you can hook up camcorders, or if you're really lucky, a projector. Digital projectors can give you a good picture blown up **huge**, and they can connect to video, DVD, computers, speakers and sometimes other A/V equipment. Unfortunately, they cost a lot of money (go to the next page for more info!) We mentioned in the **Getting the Goods** section that you can rent out movie theatres, and that they usually provide the equipment you'll need. If your only option is to rent or buy equipment, you will want to research if it would be cheaper to rent out a theatre. You should also ask schools, community and civic centres

if the space they can provide comes with audio/video equipment. Make sure you have a screen, or a clean, flat, white wall to project on to. The same applies for Super-8 projectors!



Projectors

Well, you've got a screen, but how are your movies going to get up there? Projectors are really nice to have, but not essential. If you are planning on having a small festival, then a TV screen with a VCR should be enough to get your images out. However, access to a projector will definitely enhance the feeling of watching a movie. If your movies are on Super-8 or any other type of film, then a projector is a **must**. Fortunately for you, the archaic status of most film projectors means you can pick one up cheaply (if you can find one.) If you're making digital-age video, then you're probably going to want a digital projector. These can be very expensive (like \$2000 CAN), so your best bet is to borrow one. Ask around: you'd be surprised who owns one. Many inconspicuous offices, for business and government, are harbouring digital projectors. And don't forget those awesome resources—schools!

The amount of publicity you'll need depends on how big a festival you plan on throwing. One thing is certain: after putting all that time and effort into your videos, you're going to want to show them off. We're going to give you a run-down on different ways you can get people to come see you fabulous movies, but you'll probably be able to think of a few more yourselves!

Speakers

Sound is a key component of almost all movies. If you're having a small screening then the speakers that come with your TV will be good enough. If you plan on being in a bigger space, make sure you've got speakers to support it. Your TV, VCR or projector should have the proper output connections for them, usually labeled AUDIO. If your speakers are **really** big, you will also need an **amplifier**. This is where things get complicated, so talk to the person who is lending you the equipment to find out how it works.

Posters are one of the simplest and most effective ways of telling people about your festival. Put some up in your school and around your community. Make sure to have the date, time, location and an email address or other contact information clearly visible. Ask local businesses if you can put them up in their windows, ask apartment managers if you can put them up in lobbies and ask your venue if you can put them up a few weeks before your festival.

Posters

Another really good way to get people excited is to hold a poster design contest about a month or two before your festival. Make sure you give yourselves enough time to collect submissions, pick a winner and print the posters at least 2 weeks before your festival. **Remember the 2 week rule:** Put your posters up too soon, and they'll get torn down or covered up; too late and people won't be able to plan for your festival. Putting them up 2 weeks before your event gives people enough time to get excited without forgetting about it or destroying your posters.

*So, you've got your movies,
you got your venue and
you've got your tech. It's time
to get the word out!!!!*



Get your filmmakers to make posters for their individual movies, to have at the venue! It's a good way to get involved in the festival, and promote their individual movie in their own style.

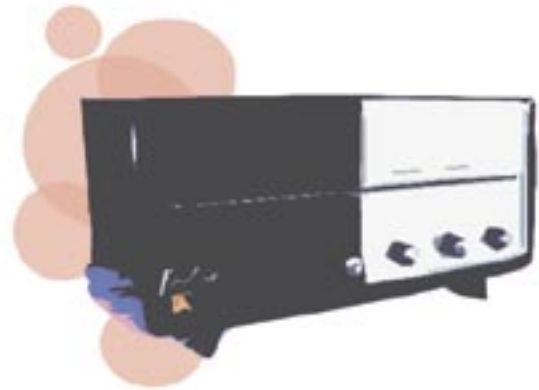
The Internet Radio/TV Newspapers

Many local newspapers list events that are coming up for the next week. Call them up to find out what the deadlines are for giving them your info. Have a press release made up with the name of your festival, the date, the location, the ticket price (if any), and a short description of what your festival is all about. Send it out at least 2 weeks before your event, and you might even get an article in the local paper!

The same thing applies to local radio and television stations. Call up the publicity person, station manager or head of programming to see if they'll interview you about your movies and your festival. Community and college radio and TV stations are the best for this, and may even air free advertisements for you!

Making a website or posting information about your festival on sites like TakingITGlobal is a wicked way to spread the word about your festival around. It's especially good to use the internet to get submissions from other young people you may not have access to otherwise. If you know other young people who do web design, it's a really good way to help them share their talents and build a portfolio. Setting up a free email account is a really good way to keep in contact with filmmakers you do not see on a regular basis, organizing volunteers and contacting people who are interested in coming to see your movies.

School boards, community centres and government departments all communicate with each other through a mailbox system. Find out if you can distribute flyers about your festival through them...



INTERNET

AND

ONLINE

FESTIVAL

If you have access to a decent computer, internet connection, webspace and digital video equipment, you've got everything you need to have an online film festival! This may sound like a lot of expensive equipment, but you might have some of it already or you may be able to find other people who have the resources you are lacking. Schools and the government can also be good sources of technology. As far as

web hosting is concerned, you may want to contact websites that already host youth media to see if they can make some space for you. Once you have your equipment set up, you will want to put your videos into formats that are good for webcasting. Low-bandwidth Quicktime files are good *cross-platform* formats, but AVI or RealPlayer are other options. The smaller the file size, the easier it will be for people to download and view your movies! You will need web-design skills if you want to have your own website, but there are many online movie databases that would love to have your creation in their collection.

Check out TakingITGlobal's Globalize This! film festival at <http://www.tiged.org/scrapbook/>

LINKS

Here is a small selection of links to different people and groups whom you might find interesting or helpful. Not all of these people will be able to give you equipment or money, but they will be able to give you advice and inspiration. Some of these links may be out of date or "broken" by the time you read this, so you may need to do some more searching. Not all of these links will be in your region, but they can still give you suggestions.

We have also included links to some youth film festivals. It's always a good idea to share your movie with other people, and submitting it to other film festivals is a great way to do that. There is usually a submissions fee for each movie you send in, but most youth festivals will only charge between \$5 and \$25. Although we have tried our best to research these festivals, we recommend that you look into them as well before submitting anything. Questions you might want to ask yourself are:

How will I be represented? Who will be attending this festival? Who is running the festival, and why do they want to be associated with youth?

Be smart, research wisely, and you will probably find even more



ThinkQuest Media Arts Library
<http://library.thinkquest.org/C0124520/index2.html>

“Our goal is to educate others on how to edit Home-Made/Amateur Videos, using their PC at home along with the appropriate editing software. In addition, we will also teach the user the best, most efficient ways of constructing clean-cut transitions, incorporating sound into the movie, and other aesthetic modifications to enhance the video.” Also includes a useful glossary of video terms.



INFOYOUTH

<http://www.infoyouth.org>

The InfoYouth network was set up by UNESCO to provide an overview of youth policies and programmes throughout the world. Designed as a network of networks, it is an effective tool to access, select and disseminate relevant information at international, national and local levels.

UNESCO

<http://www.unesco.org>



United Nations Educational,
 Scientific and Cultural Organization

The Internet Archive Moving Image Archive

<http://www.archive.org/movies>

Free database of movies, available to anyone online. Host to the Prelinger Archives, and several online movie contests.



Disinfopedia- Media Censorship
http://www.disinfopedia.org/wiki.phtml?title=Media_censorship

A short article on media censorship.

Gulf Island Film and Television School

<http://www.giftsfilms.com/>

Independent film-making focused “movie camp” in British Columbia, Canada. 2004 is the 10th year that they are running a scholarship program.

Street-Level Youth Media

<http://streetlevel.iit.edu>

Street-Level Youth Media educates Chicago’s inner-city youth in media arts and emerging technologies for use in self-expression communication, and social change. Street-Level programs build self-esteem and critical thinking skills for urban youth who have been historically neglected by policy makers and mass media. Using video production, computer art and the Internet, young people address community issues, access advanced technology and gain inclusion in our information-based society.

Teen Producers Project - San Diego

<http://www.mediaartscenter.org/tpp/htm/overview.htm>

Professional media artists familiarize youth from all backgrounds, ages 9-18, with multiple media technologies and the art making process, stressing teamwork, creativity, self-esteem and critical thinking. The projects mission is to educate youth in media arts and emerging technologies for use in self-expression, communication and social change. Using video production, computer art and the Internet, these students address community issues, access advanced communication technology and gain inclusion in our information-based society.

Isuma: Independent Inuit Video Making
<http://www.isuma.ca/>

A remote community of 1200 people off the northwest coast of Baffin Island, Igloolik has a rich, experimental 20-year history of using contemporary media art to serve community cultural needs.

Channel Free Youth Media Access
<http://www.metroscreen.com.au/channelfree.htm>

Channel Free was established in 1991 through Metro Screen + the Department of Family + Community Services to be a comprehensive video workshop + production scheme. A leader in youth video training + production, the Australia based Channel Free project provides technology access + media arts training to young people in the inner-Sydney area.

mladi most
Mostar, Bosnia-Herzegovina
http://www.mladi-most.org/en/kino_en.htm

"The Young Bridge" -- Alternative Workshop and Seminar Space for Youth Reconciliation.

Film Festivals *International*

International Youth Film Festival in Tirol!
<http://www.jugendfilmfestival.org/>

Viewfinders International Film Festival for Youth
<http://www.atlanticfilm.com/view/index.asp>

ViewFinders: International Film Festival for Youth (VF3) is a five-day celebration of film and video for youth aged 3-18 that includes a comprehensive school program as well as evening and weekend screenings for families and young adults. ViewFinders features films from around the world geared toward youth with a selection of films made by youth. Youth Jury - selected jury members are trained to judge submitted films.

Do It Your Damn Self!
<http://www.doityourdamnself.org>

The Do It Your Damn Self!! (DIYDS) National Youth Video and Film Festival's mission is to provide local and national youth with the opportunity to give voice to issues in their lives, to display their video production skills and to introduce other teens to the empowering potential of video and film production.

Hot Shots High School Film Festival
<http://www.hsfilmfest.com/>

Hot Shots is a not-for-profit festival dedicated to showcasing the works of high school filmmakers.

Regional

Urban Visionaries
<http://www.urbanvisionaries.org/>

The Urban Visionaries Youth Film Festival is New York's only Youth Film and Video Festival where submissions are judged by other youth!

Nordic Youth Film Festival
<http://www.NUFF.no>

NYFF is a festival for and with young people making films in Nordic countries. The festival is planned and arranged by youth, and it cooperates with Troms International Film Festival and the youth house TVIBIT about facilities and administration.

Weird ways to make movies
<http://www.machinima.com/>

Movies without cameras, made from video games.

*It's not just adults who can help you out!
Write your peer contacts here!*

NAME

CONTACT INFO

<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

*Write down
festival deadlines
here! Make sure to
add any new ones
you hear about...*

<hr/>
<hr/>
<hr/>
<hr/>
<hr/>
<hr/>
<hr/>
<hr/>
<hr/>