

# Production Assistant Training Seminar

## Sept. 9, 10 & 11, 2011 - Boise, ID

**Director:**  
Kenny Chaplin  
**Producer:**  
P.A.T.S. LLC  
**Executive Producer:**  
Peg Owens  
**1st A.D.:**  
Ben Shedd



**Production Assistant Training Seminar LLC**  
1107 Fair Oaks Avenue, #466  
South Pasadena CA 91030

**Sept. 9 - 18:30 - 21:00**  
**Sept. 10 - 09:00 - 18:00**  
**Sept. 11 - 10:00 - 18:00**

**Pre-Call:**  
AD Staff: 08:00 - Saturday  
**Sunrise:** 7:18      **Sunset:** 20:04  
12h 46m 04s  
**Weather:**  
Cloudy Wind: 10mph SE H+70 L+44

**Script:** White      **Schedule:** White  
**Hospital:**  
Saint Alphonsus Regional Medical Center  
PH: 208-367-2121

SC#	SET DESCRIPTION	CAST	TIME	NOTES					
<b>Friday 18:30 - 21:00</b>									
1	<b>Screening - Ride With The Devil</b> <i>Screening and discussion to follow with Assistant Director - Kenny Chaplin</i>	1	18:30	<b>LOCATION</b> <i>TBD</i>					
<b>Saturday 09:00 - 18:00</b>									
2	<b>REGISTRATION</b> <i>Students sign-in, and collect manual and materials</i>	1	8:30	<b>LOCATION</b> <i>TBD</i>					
3	<b>PREFACE</b> <i>What is the Production Assistant Training Seminar?</i>	1	9:00						
4	<b>INTRO CHAPTER</b> <i>What is a PA and why would I want to stay and work in the film industry in Idaho?</i>	1	9:30						
5	<b>PRE-PRODUCTION</b> <i>Why is pre-production necessary?</i>	1	10:00						
6	<b>PRODUCTION</b> <i>Who are all these people and what do they do?</i>	1	10:30						
7	<b>RESTROOM BREAK</b> <i>:15 minutes to stretch your legs and check the weather outside</i>		11:00						
8	<b>THE DIRECTOR'S TEAM</b> <i>What is the Director's Team and how can I be apart of it?</i>	1	11:15						
9	<b>VIDEO</b> <i>Hollywood Saskatchewan</i>		12:30						
10	<b>LUNCH</b> <i>One Hour Walk-Away lunch</i>		13:00						
11	<b>YOUR FIRST DAY ON A FILM SET</b> <i>How do I make it appear like it <i>isn't</i> my first day?</i>	1	14:00						
12	<b>WALKIE TALKIES</b> <i>Management, lingo, etiquette and protocol.</i>	1	15:00						
13	<b>GUEST SPEAKER (S)</b> <i>TBD</i>	2	16:00						
14	<b>RESTROOM BREAK</b> <i>:15 minutes to stretch your legs and check the weather outside</i>		16:45						
15	<b>BACKGROUND PERFORMERS</b> <i>How can I be an unforgettable Extras PA?</i>	1	17:00						
SC#	SET DESCRIPTION	CAST	TIME		NOTES				
<b>Sunday 10:00 - 18:00</b>									
16	<b>OTHER TRAINEE/PA JOBS</b> <i>What other positions should I be applying for?</i>	1	10:00	<b>LOCATION</b> <i>TBD</i>					
17	<b>SCRIPT BREAKDOWN</b> <i>How does an AD go through a script and create a shooting schedule?</i>	1	10:30						
18	<b>RESTROOM BREAK</b> <i>:15 minutes to stretch your legs and check the weather outside</i>		11:30						
19	<b>PRODUCTION PAPERWORK</b> <i>How does the film crew communicate with each other?</i>	1	11:45						
20	<b>LUNCH</b> <i>One Hour Walk-Away lunch</i>		13:00						
21	<b>VIDEO</b> <i>"MidSummer's Nightmare"</i>		14:00						
22	<b>FILM SET SAFETY</b> <i>What is a production assistants role in ensuring the safety of the Cast and Crew?</i>	1	14:30						
23	<b>GUEST SPEAKER (S)</b> <i>TBD</i>	3	15:15						
24	<b>RESTROOM BREAK</b> <i>:15 minutes to stretch your legs and check the weather outside</i>		16:00						
25	<b>GUILD, UNION, &amp; ACCOUNTING</b> <i>What do IATSE and DGA offer? What is a Deal Memo?</i>	1	16:15						
26	<b>HOW TO LAND THAT FIRST JOB!</b> <i>What is a film friendly resume? How do I ace an interview?</i>	1	17:00						
ID #	CHARACTER	CAST	STATUS		P/U	MU/H/W	BLOCK	READY	NOTES
1	Instructor	Kenny Chaplin	SWF	S/D	08:00	08:30	09:00		
2	Guest Speaker	TBD	SWF	S/D	15:30	15:45	16:00	Saturday	
3	Guest Speaker	TBD	SWF	S/D	14:45	15:00	15:15	Sunday	
<b>INSTRUCTOR</b>		<b>IDAHO FILM OFFICE</b>			<b>BOISE STATE UNIVERSITY</b>				
Kenny Chaplin pats_office@patrainingseminar.com		Peg Owens Peg.Owens@tourism.idaho.gov			Diane Norton Diane.Norton@tourism.idaho.gov			Ben Shedd sheddprods@aol.com	