

Writing a Treatment

Treatments should be set out in this way and should contain all of the following elements. Imagine that the reader has no idea about your production and explain everything!

Justify **ANY** decision that you make in your treatment.

FICTION

- 1 Title of the Production**
- 2 Duration**
Length of the programme
- 3 Log Line**
One sentence that sums up the entire production
- 4 Synopsis**
A scene by scene overview of the story
- 5 Production Concept**
This section should state the target audience, genre, character types/stereotypes, where and when it will be set and any influences etc. You should also state here why you believe your idea will make an effective piece of viewing for the target audience.
- 6 Technical Consideration**
This section should state what locations, general filming styles (i.e. angles, pans, tracking shots etc.), lighting, actors (if known), make up, costumes, set, special effects, soundtrack, editing techniques and what equipment will be used when producing the project.
- 7 Proposed Production Schedule**
A detailed schedule showing where and when you plan to film (scene by scene), log and edit your production.
- 8 Mock Budget**
From your production schedule work out how much it would cost to film and edit your video, if you had to hire professional equipment, crew and talent.
- 9 Actual Budget**
Any cost you will actually incur for make up props etc.
- 10 Sample of Script**
- 11 Storyboard**

DOCUMENTARY TREATMENTS

1 Title of the Production

2 Duration

Length of the programme

3 Log Line

One sentence that sums up the entire production

4 Production Concept

This section should include an introduction to the subject matter, and the background to the idea (why you want to make this film). You should state the target audience, genre and any influences etc. You should also state here why you believe your idea will make an effective piece of viewing for the target audience.

Show evidence that you have reviewed at least two professional documentary productions and compare how your programme will be similar or different in terms of how it is put together (what components will be used) how it is aimed at the target audience.

5 List of Components

This section should explain what each of the components needed for your documentary are (name the interviewees or parties that need to be contacted) and how you will obtain the footage.

6 Technical Consideration

This section should state which locations, general filming styles (i.e. how the interviews, pieces to camera, vox-pops, montage sequences will be filmed etc.), lighting, interviewees, soundtrack, editing techniques and what equipment will be used when producing the project.

7 Proposed Production Schedule

A detailed schedule showing where and when you plan to film (scene by scene), log and edit your production.

8 Mock Budget

From your production schedule work out how much it would cost to film and edit your video, if you had to hire professional equipment, crew and talent. **(refer to the costing sheets and your notes about personnel hire)**

9 Actual Budget

Any cost you will actually incur for make up props etc.

10 Supporting Paperwork

Lists of questions, VO scripts, contacts and any other research material.

11 Storyboard

For planned sequences.