

HOW TO MAKE A FILM





INTRODUCTION

This guide is for young people aged 14 to 19 who are just starting out with filmmaking and need a simple, easy to understand guide to making a film. You can follow it to help you but this is just one way of doing it.

Making a film can be broken down into five stages:

- **Development** – when you develop your film ideas
- **Pre-production** – when you create your storyboard and prepare for shooting your film
- **Production** – when you shoot your film
- **Post-production** – when you edit your film
- **Exhibition and distribution** – when you promote, share and screen your film.

Another way of looking at the sequence is:

- **Plan: preparing to make your film**
- **Do: making your film happen**
- **Share: getting your film seen.**

Some people may need some help with some of the filmmaking stages. Into Film worked in partnership with Carousel to produce this step-by-step filmmaking guide for young people with a learning disability, autism and additional needs.

Together, we want to support more young people with learning disabilities and additional needs to be able to engage with and make their own films.

This guide was created by two learning disabled artists with support from Carousel.

- Sarah Watson is an illustrator, Oska Bright Film Festival committee member and Carousel Chairperson.
- William Hanekom is an illustrator, filmmaker and Oska Bright Film Festival Committee Member.



About Carousel

Carousel believes that learning disabled artists make a vital contribution to the world we live in. We are an organisation that puts learning disabled people in control of their art; in film, music, performance and production.

Carousel challenges expectations of what great art is and who can create it. To find out about Carousel's Oska Bright Film Festival and how to submit a film, or for film workshops and training, see www.carousel.org.uk, email enquiries@carousel.org.uk or give us a call on 01273 234734.



About Into Film

Into Film is an education charity that puts film at the heart of children and young people's educational, cultural and personal development.

Over half of UK schools engage with our programme of Into Film Clubs, special cinema screenings, and resources and training to support classroom teaching. Alongside rich online content for young audiences, this provides 5-19 year olds with inspiring opportunities to learn about and with film, and develop a passion for cinema.

Into Film's work is supported principally by the BFI through the National Lottery, and by the film industry through Cinema First.

Visit our Get Into Film YouTube channel at www.youtube.com/user/getintofilm for further inspiration, and don't forget to enter your films into our Film of the Month competition at www.intofilm.org/filmofthemoth



DEVELOPMENT

—

“WHEN YOU DEVELOP
YOUR FILM IDEAS”

Your film idea

All films start with an idea. A good way to begin to develop a film idea is to choose a **theme**.

THEME

The idea that the film is trying to share.

Here are some examples:



Paramount Pictures © (2004)

MEAN GIRLS

Revenge
Friendship



20th century Fox © (1997)

TITANIC

Love



New Line Cinema © (2003)

THE LORD OF THE RINGS: THE RETURN OF THE KING

Good over evil
Family

Lots of films have a message that runs through the film. This is called a **premise**.

A premise could be a warning, a life lesson or a piece of advice.

PREMISE

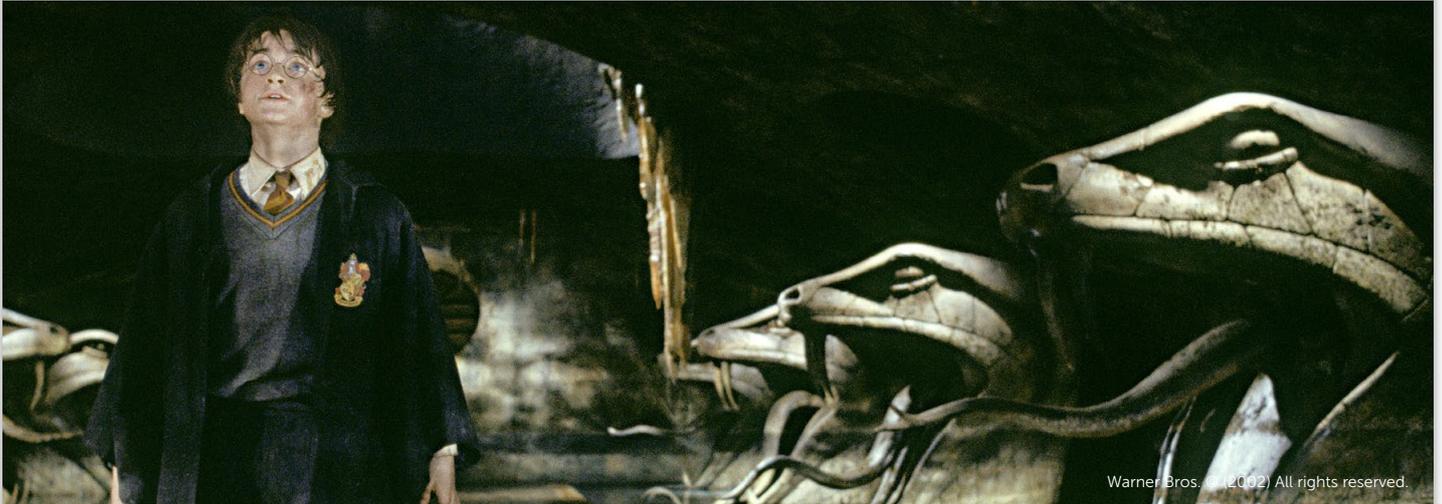
A message that runs through the film.

Here are some examples:

- Be careful what you wish for
- True friends will always stand by you
- Love can be found in unexpected places.

What's the message of your film?

Have a think in your group and write it here.

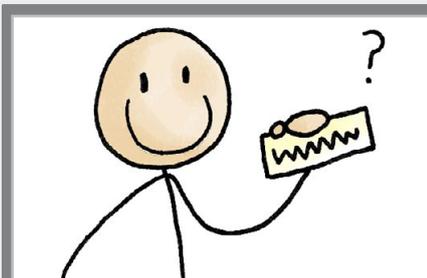


Warner Bros. © (2002) All rights reserved.

Your main character

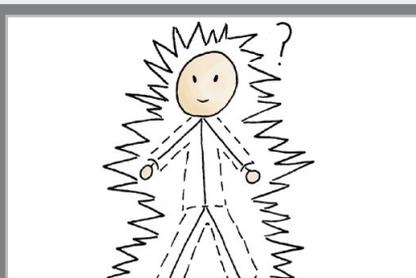
Every film needs a main character. Think about your character and who they are. We've chosen Harry Potter as an example. He's the main character in the *Harry Potter* series of films.

Here is an example for Harry Potter:



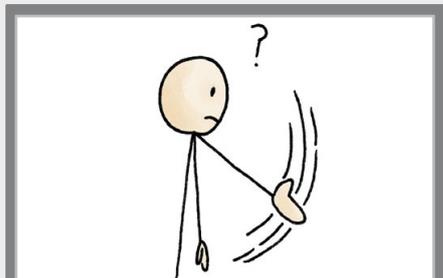
What is the name of your main character?

Harry Potter



What do they look like?

Dark hair, wears glasses, lightning scar on forehead



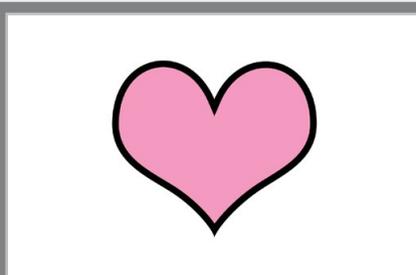
What do they do?

Student at Hogwarts School of Witchcraft and Wizardry, Quidditch player



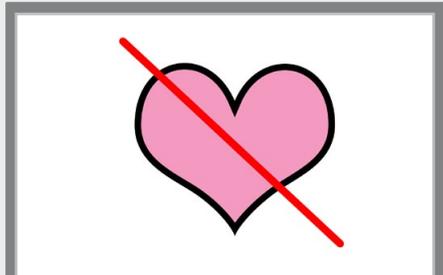
Where do they live?

Hogwarts



What do they like?

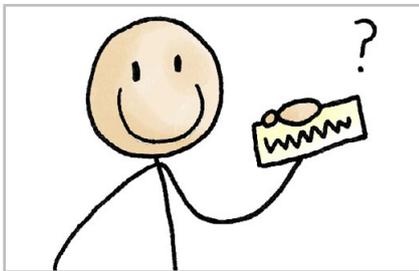
Playing Quidditch, butter beer, hanging out with Ron and Hermione



What don't they like?

Voldemort, Death Eaters, Draco Malfoy

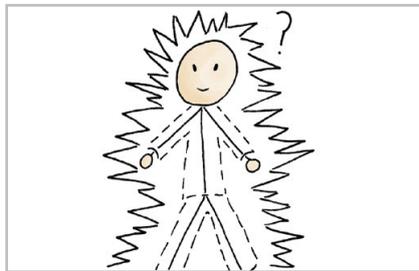
Now answer these questions for your own main character.
You can draw or write.



Who is the main character?

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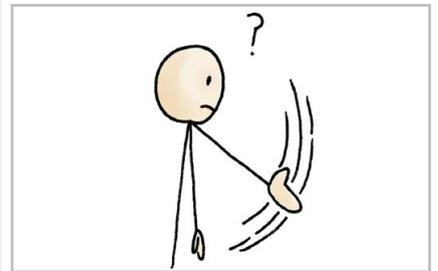
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What do they look like?

.....

.....



What do they do?

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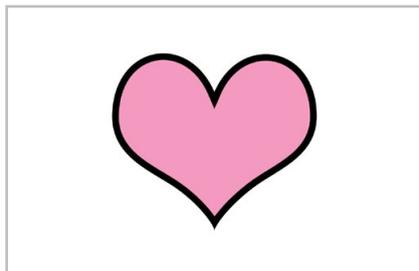
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Where do they live?

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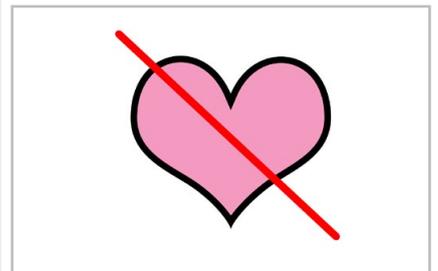
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What do they like?

.....

.....



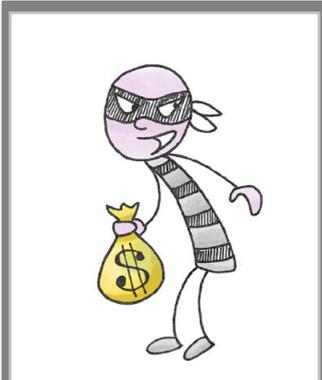
What don't they like?

.....

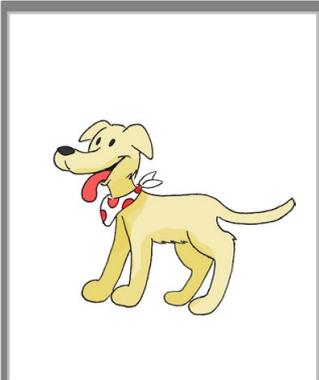
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Other characters in your film

Here are some types of characters you could make part of your story too.



Villain



Sidekick



Friend



Hero

What other characters will feature in your story?

Where is your film set?

Think about where your film is set. Does it make sense for the story?

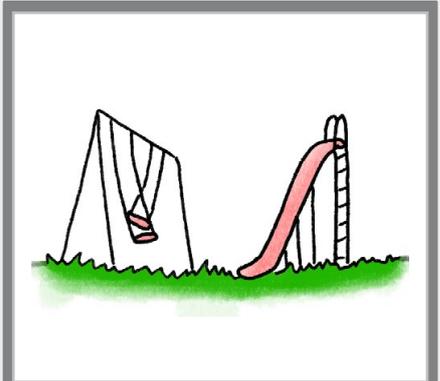
Here are some examples of places you could set your film.



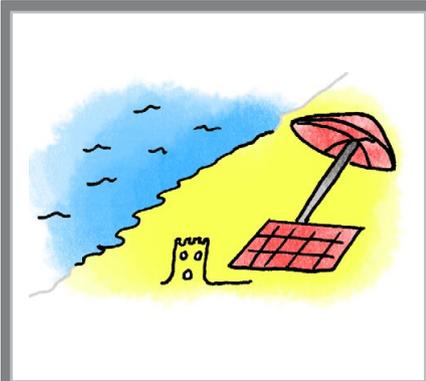
City



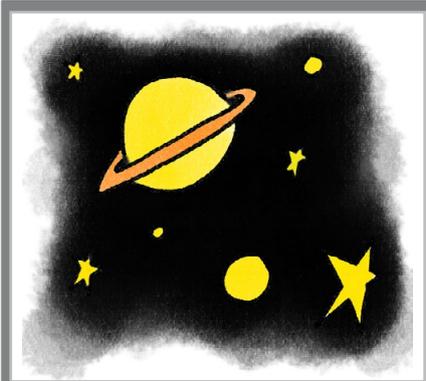
Café



Park



Beach

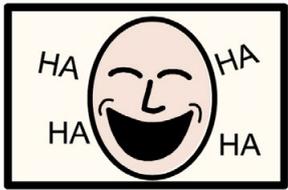
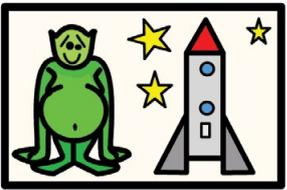
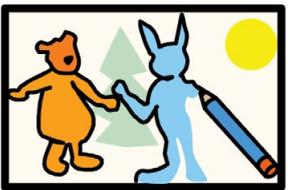
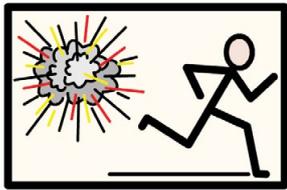


Space

Where will you set your film?

Type of film

There are lots of different types of films. The type is called the **genre**. Here are just a few.

		
<p>Horror</p>	<p>Comedy</p>	<p>Romance</p>
		
<p>Sci-fi</p>	<p>Animation</p>	<p>Action</p>

See if you can guess what types of film these are.

 <p>Disney/Pixar © (2015)</p>	 <p>Momentum © (2013)</p>	 <p>Marvel © (2015)</p>
<p>INSIDE OUT</p> <p>What type of film is it?</p> <p>.....</p>	<p>ENDER'S GAME</p> <p>What type of film is it?</p> <p>.....</p>	<p>CAPTAIN AMERICA: CIVIL WAR</p> <p>What type of film is it?</p> <p>.....</p>

Planning your story

A story has a beginning, middle and an end.

The **beginning** should be short and introduce your characters. It should also tell the audience what it is that your character wants to find on their journey.

The **middle** needs to be longer and is where we see the story unfold. The character is trying to get the thing that they are looking for but there are obstacles in the way that make it difficult.

The **end** needs to be short and is where we see the problem solved and the characters back together again. The character finds what they are looking for and also finds something else out along the way.

In a short film, the middle is the longest part. The beginning could be about 30 seconds, the middle around 2 minutes and the end perhaps 30 seconds.

Let's look at an example of how the beginning, middle and end work in *Harry Potter and the Deathly Hallows – Part Two*.



BEGINNING

We find out what the main character wants to find on their journey – to find the Deathly Hallows.

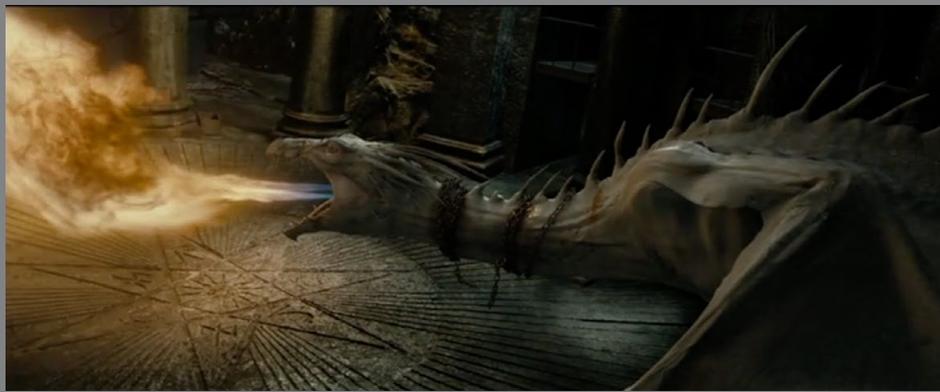


We meet the characters.



MIDDLE

The characters set out on their journey in disguise.



There are obstacles in the way that make it difficult.

Harry and his friends face many obstacles including Death Eaters and a dragon.



END

The problem is solved.

Harry gets the Deathly Hallows but destroys the Elder Wand.



We see Harry, Hermione and Ron together again in the future with their children.

Warner Home Video Ltd © (2011) All rights reserved.

What will happen in the beginning, middle and end of your film?

BEGINNING

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MIDDLE

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END

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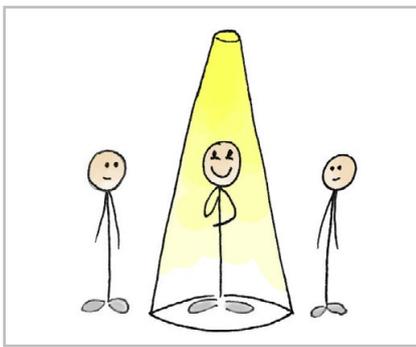
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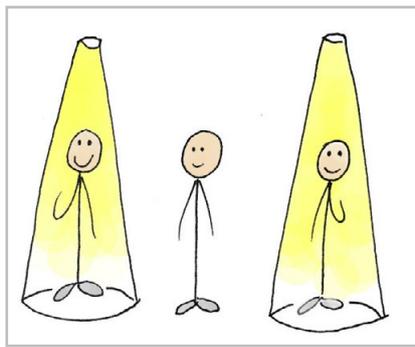
Planning your film

Now we've thought about all the things we need to make a film, fill out this table with all of your ideas.



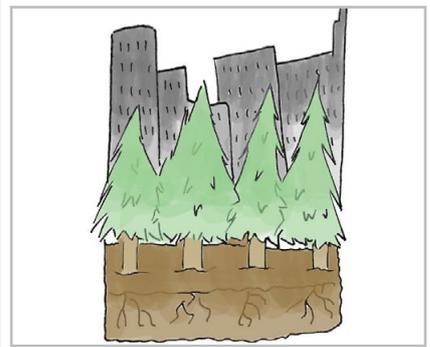
Main character

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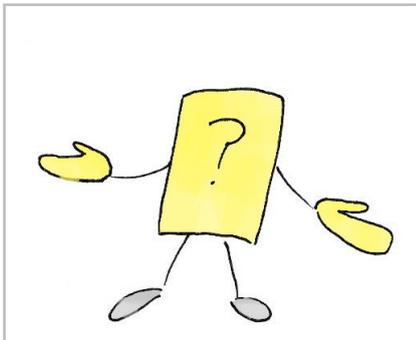
Other characters

.....



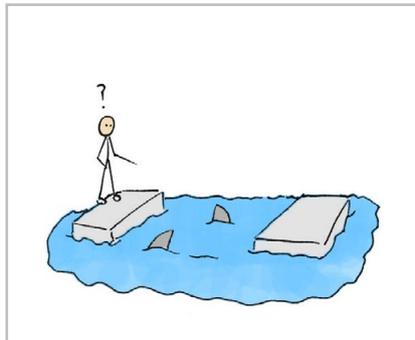
Where is it set?

.....



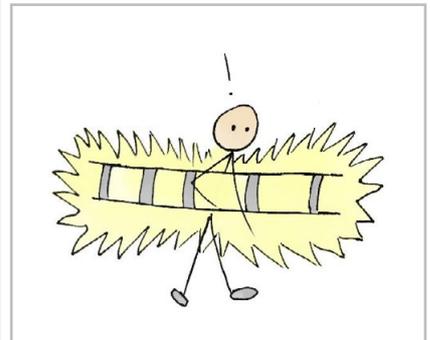
What type of film is it?

.....



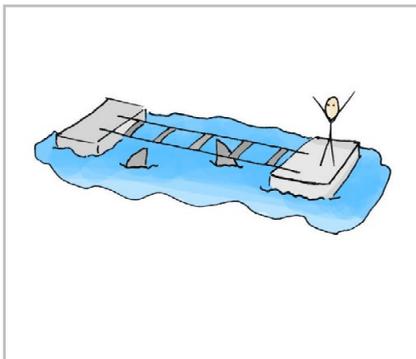
What is the challenge or problem in your film?

.....



How is it solved?

.....



What happens at the end?

.....

PRE-PRODUCTION

“WHEN YOU CREATE YOUR
STORYBOARD AND PREPARE FOR
SHOOTING YOUR FILM”

Shot types

Filmmakers use lots of different camera angles and camera movements – these are called shots.



ESTABLISHING SHOT/EXTREME WIDE SHOT

Filming from a distance so you can show where the character is.



MEDIUM SHOT

A shot of half of a person's body, helping to show body language or movement.



CLOSE-UP

When the camera gets very close to a person or an object to show feelings, emotions or details.



POINT-OF-VIEW SHOT

Showing what happens from the character's eyes.



LONG SHOT/FULL SHOT

The camera zooms out to show the character from head to toe and where they are. Tells the audience more about the character.

Your storyboard

A storyboard is a visual plan of what will happen in your film. They usually look like this:

Storyboard template

Use this worksheet to help you plan what your character is going to do. For more advice on how to storyboard, visit: www.bit.ly/HowToStoryboard



You can plan it step-by-step. In each box think about:

- Who is in the **scene**
- What shots you'll use to film the scene
- What the characters are doing in the scene.

SCENE

A set of things that happen one after the other to tell a part of the story.

STORYBOARD TEMPLATE

PRODUCTION

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“WHEN YOU SHOOT YOUR FILM”

Now you've made your plan, decided on your characters and made your storyboard, it's time to make your film. In this section we'll look at what needs to happen on the day.

Jobs to be done

On the day of filming there will be lots of jobs that need to be done. Let's have a look at some of them now.

JOBS TO BE DONE

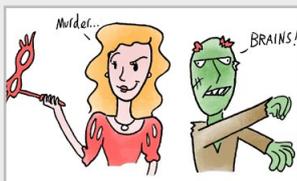
WHAT DO THEY DO?

WHO'S GOING TO DO IT?



DIRECTOR

The director reads the storyboard to set up each scene. They tell the actors and camera person when to do their jobs.



ACTORS

The actors make the characters in the story come to life.



SOUND

The sound person is in charge of making sure the sound is clear. They need to make sure it's quiet on set.



CAMERA

The camera person sets up the camera and shoots the scenes.



COSTUME

The costume person is in charge of what the characters wear. They have to make sure the characters look right for the theme of the film.

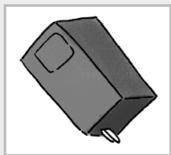
Your equipment

This is what you'll need on the day.

CHECKLIST



Camera or device that can film
(such as a phone or tablet)



A spare battery for your camera



A microphone that can plug into the camera



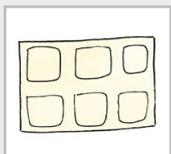
Lights or a torch to set the mood for your
film and light up your actors



A tripod to put your camera on so your
shots are steady



Some tape so you can stick down any loose wires



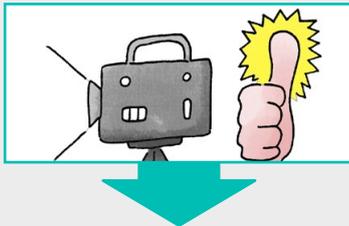
Your storyboard, so you can check what
you need to do



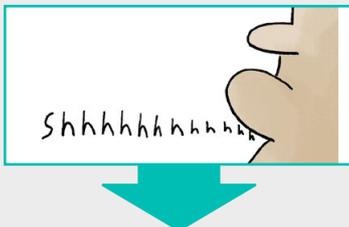
Release forms for everyone appearing in the film

Rules on set

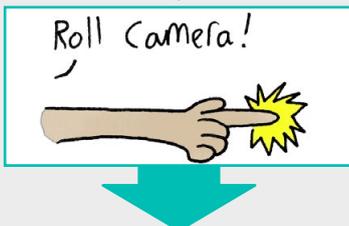
It's important to work as a team and to respect everybody's job. You can use this step-by-step guide to help you.



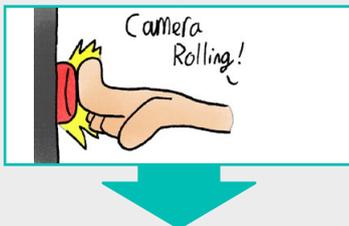
Camera person makes sure the camera is ready.



Sound person says, "**Quiet on set.**"



Director says, "**Roll camera**" which tell the camera person to start recording.



Camera person presses **REC** record and says, "**Camera rolling.**"



Director says, "**Action.**"



Actors start acting.



Director says "**Cut**" when it's time to stop.

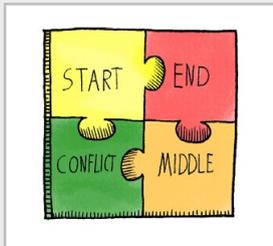
POST-PRODUCTION

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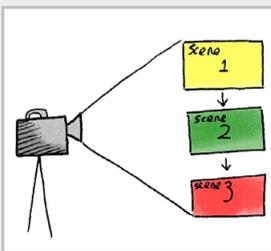
“WHEN YOU EDIT YOUR FILM”

Editing

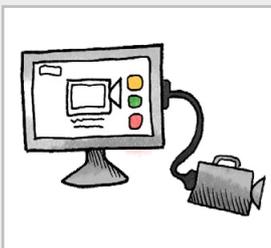
CHECKLIST



Editing is a bit like a puzzle. It's about putting the story in the right order so it makes sense.



An option is to try and film the scenes in order if you can, this will help with editing.



Upload your files onto your computer or tablet.

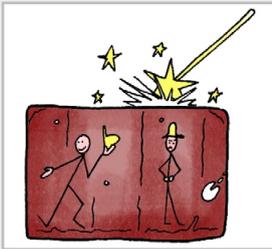


Look through your footage and choose what you want to use in your film.

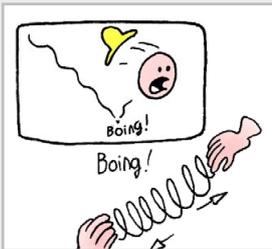


Using film editing software on your computer, tablet or phone, you can cut out the bits that you don't want in your film. Keep the bits you do want and put them in the right order. Refer back to your storyboard to make sure you're sticking to the order of your story.

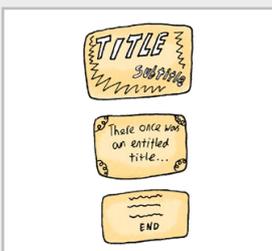
CONTINUED ON THE NEXT PAGE



You can apply special effects to your film to make it more interesting. For example, you could make it black and white to make it seem like an old film.



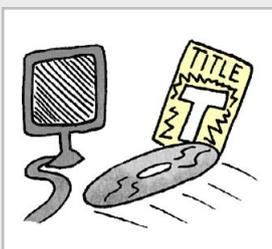
You can add sound effects or music to your film. Some music and sound effects are **copyrighted** (see Glossary box). You may need ask for permission from the person who made them before you use them.



Add titles at the beginning of the film so people know what it's called and add credits at the end. You can also add subtitles so people can read what's being said.



You might want to put your logo in the corner of your film – this will make it harder for other people to take your work and use it without your permission.



Once your film is finished you can share it! Either burn it to a DVD or upload it to the internet. Just remember if you upload it to the internet, anyone can see it and make comments about it.



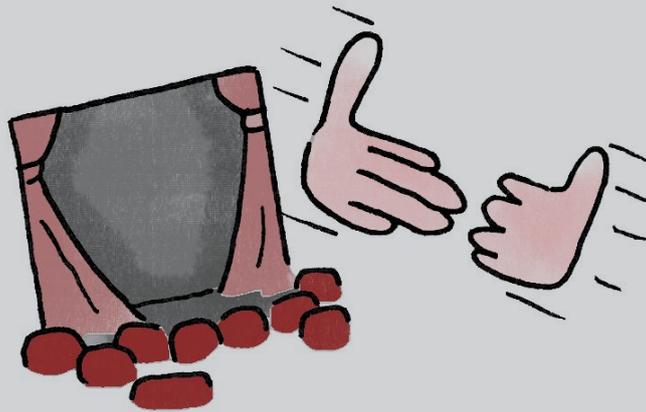
COPYRIGHTED

If the images or sounds have been made by someone else they might be protected by the law.

EXHIBITION AND DISTRIBUTION

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“WHEN YOU PROMOTE, SHARE
AND SCREEN YOUR FILM”



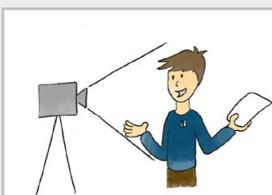
Getting your film ready for sharing

This is about getting your film seen by other people. It's an important part of filmmaking. You can get feedback about your work. It's about learning what works and what doesn't. It helps you to get better as a filmmaker.

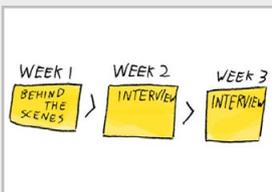
There are lots of ways you can get your work seen. You could enter your film into a film festival or a competition. You can put your film online and tell people how to find it. This part of the guide will help you to do that.



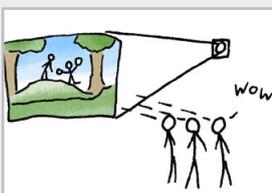
Make a plan about how you are going to promote your film online.



For example, make some behind the scenes videos, or interviews with the actors.



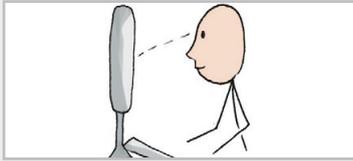
Then release the videos one at a time over a few weeks.



This will help to build up interest in your film.

TAG

Sends a reminder to someone that you want them to see your work online.

Publishing your work

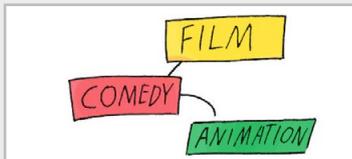
This means putting your film online for other people to see.



Decide if you want to switch comments on or off for your films.



You might get good or bad comments – you will have to be ready for this.



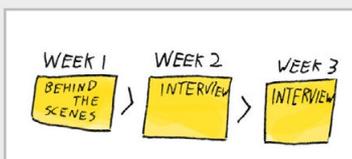
Make sure you **tag** (see Glossary box) your video with lots of words that describe it – this will help people to find your video when they search online.



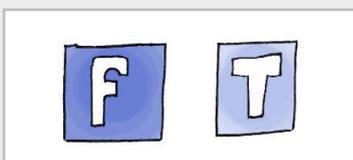
Make different playlists on your channel for different films or projects.



Subscribe to other channels that you think can give you support.

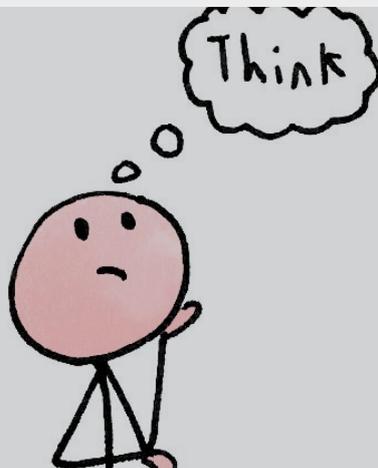


Publish work regularly and make sure you keep an eye on your channel to see what works and what doesn't.

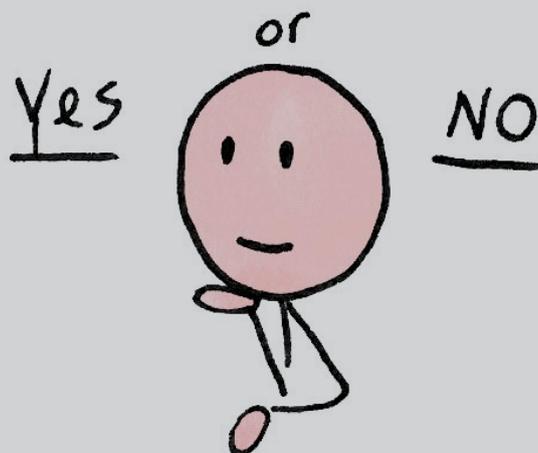


Use other platforms like Facebook and Twitter to build your audience.

Sharing your work



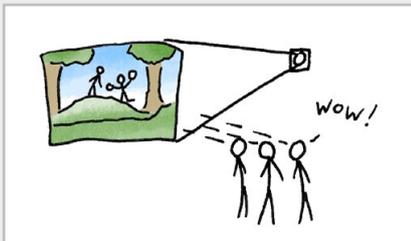
You will need to think carefully about whether you want your film to go online.



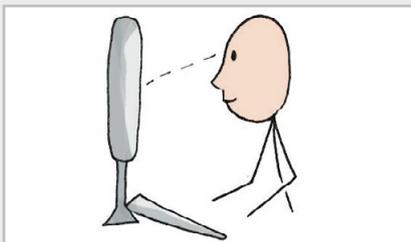
It is your choice – it is okay to say no if you don't want to put your film online.



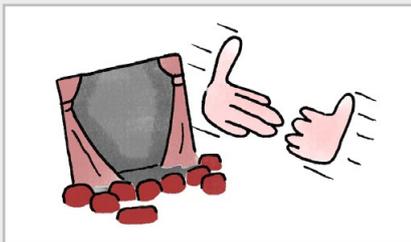
Good things about sharing your work online



There are loads of people out there who might really like what you do.



Sites like YouTube and Vimeo are free so lots of people can access them.



You can also enter your film into film festivals. Some are free to enter and others cost money.



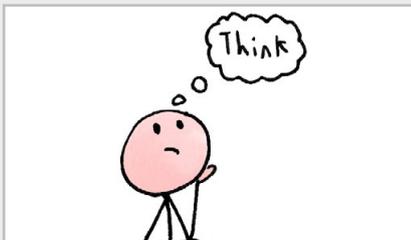
New trends and ideas come from sites online. You never know – your film might lead to more opportunities for you.



Bad things about going online with your work



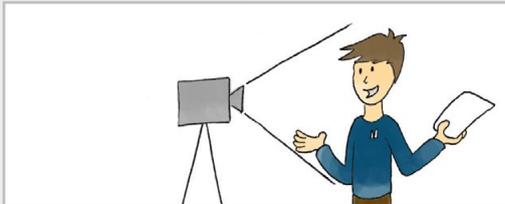
You might get some negative comments.
You need to be ready for that.



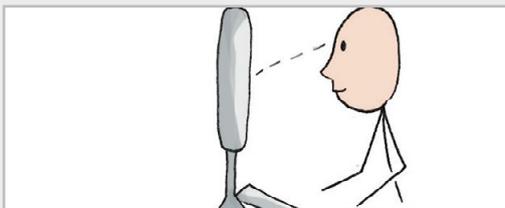
Once your film is online you can't control
who can see it, share it or change it.

Sharing your film

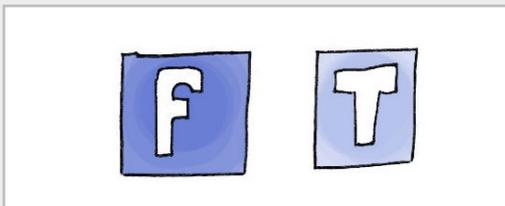
Now we've thought about all the things we need to make a film, fill out this table with all of your ideas.



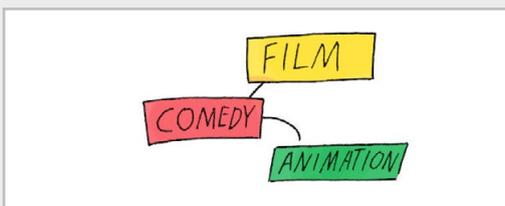
Will you film any behind the scenes videos or interviews?



Will you put your film online? If not, how will you share it?



What online platforms will you use to tell audiences about your film?



What tags will you use to describe your film online?