

Multimedia Project Planning Worksheet		
	Name / Group:	
	Members:	
NO.	Class:	Professor:
1.	Project Name:	
2.	Project Start Date:	
	Project Completion date:	
3.	Deliverable Project Media:	CD, DVD, Web, Flash, Power Point, Producer <i>(Circle all that apply)</i>
4.	Project Description / Idea:	
5.	Project Audience:	
6.	Script:	
7.	Restrictions:	
8.	Support Requirements (supplies, equipment, Release forms, etc.)	<input type="checkbox"/> Camera (Video or Still? _____) <input type="checkbox"/> Tripod <input type="checkbox"/> Release Forms <input type="checkbox"/> Video Edit Deck (while in Studio M) Items not supplied by Studio M: • Mini DV video tape • Stock Footage
9.	Software Utilized:	<input type="checkbox"/> Audio <input type="checkbox"/> Graphics <input type="checkbox"/> Photo <input type="checkbox"/> Video <input type="checkbox"/> Other
		Will support be required for any software? Y / N If yes, which ones?