**Pre-Production**

Pre-Production is the planning process and execution of every task that must take place before production begins. Pre-production follows the development stage as soon as the screenplay of the script is done. It usually begins once the script is finished and involves the director, the cinematographer, producer, first Assist. Director, production manager, production coordinators and location scouts.

Every project is different depending on the budget and the size of the production, but there are some guidelines that every production big or small must follow, they are universal.

They are-

1. Locking the script
2. Finalize the budget
3. Hire key department head
4. Script Breakdown
5. Storyboard
6. Shortlisting the scenes
7. Scout and secure location
8. Casting the Actors
9. Getting various permissions and insurance
10. Schedule shoot days
11. Perform a technical scout
12. Arrange for equipment’s rental

Completing this stage means the cameras are ready to roll.

Pre-production includes lots of work mostly on paper and coordination. When pre-production is good the production becomes easier and smoother. Keeping everything centralized and organised is the key to a successful shoot and production.

Pre-production is the most essential in the filmmaking process, because without proper planning, production could run over time, the film could go over budget, or in the editing room we may find missing content. Some even say, “Production *is* pre-production.” Whether its storyboarding, location scouting, or budgeting, each of the steps plays a crucial role in the success of a project.

Now a days there are production management software which helps the pre-production.

Name of few such software are –

1. **Studio Binder**
2. **Celtx**
3. **Dramatify**
4. **Yamdu**
5. **Gorilla Scheduling**
6. **Scenechronize**

Study Material

<https://www.nyfa.edu/student-resources/9-stages-of-pre-production/>

<https://www.digitalbrew.com/pre-production-production-post-production-defined/>