Project Timeline

Use this editable template to structure your project from start to finish

Deliverable	Time	Start	Finish	Actual	Owner
Pre-Production					
Kick-off Meeting	1 Day	TBD	TBD		
Discuss: communication plan, review cycles, timeline, script content, voice talent, locations, visual style, graphics/photos, music					
Scriptwriting	5 Days				
Draft 1 of Script	2 Days				
Script Draft 1 Review	3 Days				
Scripting Revisions	1 Day				
Script Draft 2 Review	1 Day				
Scripting Revisions	1 Day				
Production					
Voice Over Record	1 Day				
Video Shoot	2 Days				
Post - Production					
Video Editing	10 Days				
Rough Cut 1 Review	1 Day				
Editing Revisions	2 Days				
Rough Cut 2 Review	1 Day				
Editing Revisions	2 Days				
Review/Approval	1 Day				
Final Delivery	1 Day	TBD	TBD		

Note: Have any questions? Please drop me a line at *dan@cinecraft.com*

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