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RE: Shadow positions & Make-up times

DL

Drayton, Sharon L

Tue 11/29/2016, 10:35 AM

Thomas, Jennifer C.; 'wally@wallyashby.tv'; Haj, Lama; +7 more

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Jennifer,

Attached is an updated production schedule with makeup timing.

Also, please note in red there are (2) opportunities in the afternoon (either at the second rehearsal or during the main recording time) for the 15 minute interview segment with the co-chairs of the sesquicentennial celebration to be interviewed. The timing is also after the anchors would have gone through makeup.

As for shadowing positions, I propose...

Director OR TD (space is limited)
Floor Manager
Camera (up to 3)
Audio
Lighting

The positions of video playback, Chyron and graphics are too tight to add additional people

I've also attached the credit list to be updated.

By the way, Maurice Bland is serving as the Chyron and video playback operator. He is reviewing the video files and will be in touch with any concerns/issues.

Thanks

Sharon Drayton
Production Manager



Sharon.drayton@howard.edu

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From: Thomas, Jennifer C.
Sent: Monday, November 28, 2016 9:46 PM
To: Drayton, Sharon L
Subject: Shadow positions & Make-up times

Hi Sharon,

I promised the students I would give them the various positions they can shadow on Thursday. Can you send a list? Also, I have the schedule, but need the make-up schedule as well so the students can plan accordingly.

These are the on-air positions:

Cache McClay - anchor
Danielle Ledbetter- anchor
Imani LaTortue- set segment
McKenzie Marshall- set segment
Miesha Miller- set segment

We will also have the two guests to discuss the 150th anniversary.

I will have the list of names for credits tomorrow.

Thanks,
Jennifer

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