

Production Plan Reference

NAME

DATE

call sheet • continuity • location • plan-of-work log • shooting schedule

**Shooting schedule**

Group scenes by location and actor availability, not story order.

**Call sheet**

Location, call time, scenes shooting, cast/crew needed. The one document everyone checks.

**Plan-of-work log**

Tracks what actually happened, not just what was planned.

**Continuity**

Props, costume, and position must match across shots of the same scene.

SCENE #	LOCATION	CAST NEEDED	SHOOT DAY