



Stages of Production

1. CONTENT DISCUSSION

A general discussion of goals for the project with all parties involved. Discussion of Minnesota Channel editorial guidelines.

2. BUDGET DISCUSSION

A more focused discussion of staffing, roles, costs, and overall budget.

3. WRITTEN AGREEMENT (CONTENT, BUDGET, PAYMENT)

A formal contract specifying agreements related to content, budget, rights, payment schedules, etc.

4. PRODUCTION COMMENCES

Video Production team begins work under the supervision of **tpt**.

5. MID-POINT CHECK-IN

An e-mail or face-to-face check-in in which all parties report progress of the production. Mid-course corrections are discussed. Modifications to the plan or budget are agreed to.

6. FINAL CHECK-IN AND SIGN-OFF

Completed production is reviewed. The final chance for minor changes and edits.

7. BROADCAST CHECK-IN

Dates for broadcast premiere are discussed and set.

education

arts

business

cultures

environment

faith

health

history

politics

science

world

technology