

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Proposal							
Planning Email(s)							
Planning							
Plan Next Week							
Record							
Edit Recording							
Research							
Meeting(s)							
Book Booth							
Release Clips							
Release Full Video							
Evaluation							
Planning Emails							
Thursday	Email Chris (SM) confirming cast lists and Simon (AV) about the poster design						
Planning							
Wednesday and Thursday	Confirm the names that everyone wants to appear in the documentary, find who I am missing out of the cast list						
	Confirm when Make Up will be starting (may need to alter the documentary plan)						
Plan Next Week							
Saturday	Plan out when things are needed to be done next week, shall be in college from monday to friday to film/ edit recordings						
	Will need to do some final filming on wednesday/ thursday to be put in last minute, the rest of it needs to be complete. Go Live on Saturday						
Record							
Wednesday and Thursday	Join the class and take photos/ record what they are doing. Record from studio 2 to theatre						
Edit Recording							
Thursday and Friday	Look through photos and film, change photos from the class to greyscale and cut down the films if needed						
Meetings							
Thursday	Meeting with everyone involved eg. Director, DSM, AV to discuss when the show will take place and the poster I have created						