

The 48-hour film checklist

What experienced teams sort out before the clock starts, and what to watch while it runs. Print it, pin it up, and tick as you go.

Your draw (fill in Friday night)

GENRE	CHARACTER NAME
OCCUPATION	PROP
LINE OF DIALOGUE	DROP-OFF: DAY AND TIME
MAX RUNNING TIME	DELIVERY FORMAT

Your crew (one owner per job)

DIRECTOR	WRITER
CAMERA	SOUND
EDITOR	PRODUCER / WRANGLER

Before the weekend

- ☐ Read your event's rules: running time, required credits, file format, and how to deliver.
- ☐ Lock the core crew: director, writer, camera, sound, editor. One owner per job.
- ☐ Line up actors who can drop everything on Saturday.
- ☐ Have two or three locations you can actually use, with permission.
- ☐ List props and costumes people already own.
- ☐ Prepare two or three flexible story premises that could bend to any genre.
- ☐ Print release forms for actors and locations.
- ☐ Sort out music you have the rights to, or a composer on standby.
- ☐ Charge every battery. Format every card. Pack spare drives.
- ☐ Set up your Room and send the crew the join link.

Friday night

Draw, decide, write.

- ☐ Log the genre, character, occupation, prop, line, and hours to drop-off.
- ☐ Pitch ideas fast. Pick one that fits your locations and cast.
- ☐ Outline the beats before anyone writes dialogue.
- ☐ Write the script, and check every element is in.
- ☐ Aim a few pages under the running-time limit. One page is about one minute.
- ☐ Do a table read. Cut anything that won't shoot in a day.
- ☐ Build a shot list grouped by location.
- ☐ Sleep. Saturday is long.

Saturday

Shoot.

- ☐ Shoot in location order, not script order.
- ☐ Shoot exteriors while you have daylight.
- ☐ Get the required elements on camera early.
- ☐ Record room tone at every location.
- ☐ Back up every card twice before you reuse it.
- ☐ Start the edit while you're still shooting, if you can.
- ☐ Call a hard wrap time, and keep it.

Sunday

Finish.

- ☐ Lock picture with hours to spare.
- ☐ Sound and color take longer than you think. Give them their own time.
- ☐ Add the title card and any credits your rules require.
- ☐ Check the running time against the limit.
- ☐ Export a test file and watch it all the way through.
- ☐ Deliver early. Uploads fail at the worst moment.

Writing with the whole crew? A Film Room checks your script for every required element as you write and counts down to drop-off. Your crew joins free with one link. ideababydaycare.com/film-room/48-hour-film