

**SASKATCHEWAN FILM EMPLOYMENT TAX CREDIT PROGRAM
TRAINING PLAN**

Position:	Assistant Script Supervisor (Continuity) / Trainee
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1	Analyze where action, wardrobe and sets need to match
2	During filming, details are enforced for shot-to-shot consistency
3	Check that performers' lines closely resemble the scripted dialogue
4	Actions, camera and positions
5	Observe details
6	Axis awareness
7	Timing
8	Refer to # setups, picture time, scenes and pages
9	Furnish camera and sound with slate # and prints
10	Precise documentation of takes that are printed and notes to be given to editors

Agreed to and acknowledged this _____ day of _____, 20_____.

<i>Mentor Initial</i>	<i>Trainee Initial</i>

**SASKATCHEWAN FILM EMPLOYMENT TAX CREDIT PROGRAM
MENTOR COMPLETION FORM**

Mentor Name	
Mentor Position	
Trainee Name	
Trainee Position	Assistant Script Supervisor (Continuity) / Trainee

I, _____ agreed to undertake mentorship activities with regard to the above-referenced trainee in the referenced position. With regard to the training activities undertaken, I provide the following assessment:

	Function	Activity Code	Assessment Code
1	Analyze where action, wardrobe and sets need to match		
2	During filming, details are enforced for shot-to-shot consistency		
3	Check that performers' lines closely resemble the scripted dialogue		
4	Actions, camera and positions		
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6	Axis awareness		
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Activity Code:

I: Introductory Only

P: Performed Function

Assessment Codes:

U: Unsatisfactory Performance **M:** Trainee met required standards **E:** Trainee exceeded standards

