

**MAHARASHTRA STATE BOARD OF VOCATIONAL EDUCATION EXAMINATION,
MUMBAI**

1	Name of Course	Certificate Course in Film Clap Board Assistant				
2	Max no. of Students	25		Course Code - 419119		
3	Duration	6 month				
4	Course Type	Full Time				
5	No. of Days per week	6 days				
6	No. of hours per day	7 Hrs				
7	Space require	Theory Class Room – 200 sqft Practical Lab – 1000 sqft Total – 1200 sqft				
8	Entry qualification	S.S.C. Pass				
9	Objective of syllabus	To teach various skills and workmanship practices about Film Clap Board Assistant				
10	Employment opportunities	After completion of this training the Participant would be able to: work as Film clap board assistant in Film making studio				
11	Teachers Qualification	Diploma / Certificate Course in concern field.				
12] Teaching Scheme –						
Training System per Week						
		Theory	Practical	Total		
		12 Hours	30 Hours	42 Hours		
13] Examination Scheme –						
Sr	Paper code	Name of Subject	TH/PR	Hours	Max. Marks	Min Marks
1	41911911	CLAP BOARD ASSISTANT	Theory - I	3 Hrs	100	35
2	41911921	CLAP PERSON	Practical - I	3 Hrs	100	50
3	41911922	CONTINUITY PERSON	Practical - II	6 Hrs	200	100
		Total			400	185

Film Clap Board Assistant

Clap Board Assistant - Theory - I
What is the difference between Scene, Shot and Take?
Method of shooting the film, in non-sequential order.
What should be the colour of the clap board and the letters written on it, and why?
Structure of a shooting script. And what to learn from it as a Clap-person
In many groups clap persons is also assigned other tasks too. Observe how a clap person handles them.
Why and when to shout the clap-board details before clapping.
What are talkie and silent shots? How do they affect the work of a clap-person?
Why and when not to shout the clap-board details before clapping.
Understand the distance, angle at which a clap board should be shown for a shot. What is the „glare“ and how it spoils the purpose.
Why do we give the end clap?
Talk to a few clap persons and find out their experience; derive lessons from their experience.
What is its importance, especially in the field of film production?
The value of time, especially during shooting.
What is the difference in structure and operation?
What is „Continuity“ in films? When we can see it in any film, where the problem comes in it?
What are the elements of continuity? Continuity of time, space, position of artists and other subjects, action, movement, mood, costumes, make-up, ornaments, hair-do, hand and set property, lighting etc.
Need for shooting the shots in a non sequential manner
How do the change in the camera distance and angle affect the visual content of a shot?
What are the aspects to be taken care of when one visits some one else“s shooting spot.
Need for recording the continuity elements so that you can return to shoot the next shot in the sequence, any other time as well.
Problems of maintaining the continuity of hand properties which are breakable, perishable or changeable over a period of time.
Lighting patterns, their impact on the scene, problems in maintaining the continuity in lighting pattern.
Problems of maintaining continuity in the case of children, pet animals, crowds etc.
Briefly learn about their tasks, so that you would understand the problems involved in them.
Speak to a few continuity persons and learn from their experience.
Observes how a continuity person coordinates his/her job with other co-workers on the sets.
Learn briefly about the role of a still/video camera person in the sets.
Observe and learn briefly how a still/video camera person works on the shooting spot.

Clap Person - Practical - I
Look at a few visuals of different clapboards, and try to understand the different parts on typical clapboard.
Draw a picture of a clap board with required details on it
Explain the significance of each part of the clap board
List the things you need to carry in the field, as a clap-person.
Write the details of a particular shot on the clipboard
Write the details of 10 shots, marked for you on a section of the script provided to you.
Visit a set where a shooting is taking place and observe how a clap-person is functioning there.
Demonstrate the use of clap-board:
Shouting the details and clapping the frame
Show the clapboard to the camera to take the clap.
Explain the aspects to take care when holding the clapboard to the camera?
Give an end clap
Visit a few sets where a shooting is taking place and observe how a clap-person is functioning there.
Maintain and store the clapboard safely.
Explain the method of maintaining cordial relations with directorial team on one hand and camera team on the other.
Explain what the problems you as a clap person encounter during the shooting schedule.
Maintain personal hygiene
Maintain punctuality
Use an Electronic Clapboard

Continuity Person - Practical - II
Look at a three minute segment of any film and observe the scenes, sequences and shots.
Look at a three minute segment of any film and observe the elements of continuity
Watch „resource short film“ and identify the elements continuity jumps that have cropped up in the film. Categories the continuity jumps into various groups, such as position, look, costume etc.
Explain what a „continuity jump“ is.
Study a „scene“ from a shooting script. Enlist specifically the elements of continuity to be maintained from shot to shot.
Visit a set where a film shooting is taking place and observe how a continuity person is functioning there.
Stop a movie at each shot and write down the continuity „note“, to mark end of this shot. Do this for each element of continuity as follows:
Write down the continuity of position, gestures and looks of the artists, hand properties the yare using at the end of a shot.
Write down the continuity of set and set properties, and lighting pattern at the end of a shot.
Write down the continuity of costumes, ornaments, hair-do and make-up at the end of a shot.
Write down the continuity of action, mood emotions and movements at the end of a shot
Write down/explain which are the persons in particular you are to co-ordinate with in your task of maintaining continuity.
Explain the value of time and coordination with other workers in context of film shooting, with you as a continuity person.
Maintain cordial and workable relations with your own co-learners so that you understand how to work with other colleagues in the sets
Visit a few sets where film shooting is taking place and write down the continuity note after the completion of each shot. Do this for all aspects of continuity you are supposed to maintain.
During the visit to a shooting spot, observe and find out if there occur any mistakes in continuity over the shots; and also find out how to mention them to a regular continuity person there.
Look at a few stills/videos of the shots taken during the shooting and list out details of continuity that you can derive from them.
Use photo and/or video of the shots to resolve the problems of continuity.

Tools and equipments needed for training

1. A short film with three to four scenes, specially shot and edited, which has problems of continuity of various kinds.
2. Photos/video footages taken during the shooting of films
3. Film scripts/shooting scripts.
4. Feature films in video format.
5. DVD player and TV monitor
