

# 100<sup>th</sup> Anniversary History Video Project

## Filming session 12/9/2017

### Volunteer Tasks

Time slot	People Needed	Tasks to do
8 – 10 am	3	prep - equipment & lights setup upstairs, preparing artifacts, interview chairs etc.
10 am - 12	3	support - pushing a camera dolly, ad hoc requests, a sentry guarding the film plan
12 – 1:30 pm	3	prep – moving equipment etc. downstairs, restaurant setup: putting tablecloths on tables etc. Also lunch break: lunch preparation for the crew
1:30 – 4 pm	3	support - pushing a camera dolly, ad hoc requests, a sentry guarding the film plan
4 pm+	3	tear down, cleanup