JUNIPER POST

Juniper Post Work Flow & General Information

If your editor/post super hasn't already, they can arrange a time drop off the picture and OMF/AAF at our facility. After you've dropped off your elements for us to start your project. David Barber will be arranging your schedule for your spotting session, ADR & final mix review and changes. I've included his email address. Have your composer e-mail David Barber (davebarber@juniperpost.com) right away regarding the composer delivery specs.

NOTE ON SCHEDULING TALENT FOR RECORDING ADR OR VO/NARRATION:

Any Voice Over/ Narration is to be provided **by you,** typed with exact time-code notations. (NOTE: We may type lines you have in the temp audio track, but please check my cues and if there is any additional lines, please email those to me so they can be added.)

NOTE ON SCHEDULING TALENT:
Most talent takes 1 hour to record 10 lines.
Always overlap your talent when scheduling them. (It's better to have someone wait than to waste studio time waiting on talent.) Example: If you have actor "Bob" who has 20 lines and actor "Jack" who has 10 lines, you might schedule "Jack" with 10 lines at 9:30am and "Bob" with 20 lines at 10am. This way if Jack finishes early, Bob is not waiting. The fastest way to use up your ADR time is waiting on talent.

If you have out of state ADR talent, we can advise you on various studios to use for this in the US and other countries. Outside recording facilities are not part of your sound package. You will have to pay those facilities separately if needed.

We will included a line count by character, each character's cues as well as a complete list of ADR and VO in time code order. I have prioritized the cues by high, med, low and "find alt take." The low priority cues are for backup and the high priority are a must.

NOTE ON MUSIC:
We need the music delivered per our spec as soon as possible. If your project has music, we cannot finish your film without your final music!

Our workflow consists of the following:

- Deliver Picture and OMF per our specs.
- Schedule a time for the spotting session.
- Spotting session with team- Director brings notes. This usually takes 4-6 hours.

Juniper-
- o Edits and cleans Dialogue
- o Cues the ADR
- o E-mails those cues to you
- o Coordinates with you to schedule the talent for ADR to show up on the same day for recording
- o Edits the ADR and blends it to match production
- o Designs sound effects
- o Edits in ambient sounds for all locations
- o Edits in the designed sounds and the sound effects to match the action on the screen
- o Records, edits and mixes in any needed Foley items, (i.e. props, footsteps & movement sounds.)
- o All sounds are premixed
- o NOTE: MUSIC MUST BE DELIVERED NO LATER THAN NOW. WE NEED THE MUSIC BEFORE THE PREMIX
- o Final Mix session

You-
- o Schedule your talent for ADR and attend the recording session/s.
- o Attend final mix and review session.
- o Make changes and approve your final mix.

Juniper-
- o Create all of the sound deliverables to be delivered to your hard drive
- o For a short film the amount of space could be as high as 30 gb
- o For a feature length program, the amount of space need could be up to 500 gb if you include an HD video. And could be larger if there are multiple versions requested (Feature, TV, Director's Cut, etc.)

Should you have any questions, feel free to call or e-mail me. The best way to reach Ben Zarai is via his e-mail as he is often with clients.

Phones Numbers & Email Addresses
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Sincerely,
David Kitchens
Sound Supervisor