

# One Earth Film Fest (OEFF) 2014: *Film Review Process & Guidelines*

*Thank you for being a film reviewer for One Earth Film Fest 2014! We need many hands and are glad to have your help and thoughtful input as we put together another compelling program for the 3rd annual One Earth Film Fest.*

- [See here for film team roles, and film fest mission/goals](#)
- [See here for OEFF2014 Film Team Hub](#)
- [See here for the Film Report Card template](#)

## STEPS FOR REVIEWING FILMS>

1. **Help us develop a WATCHLIST** by **researching** film options to consider/evaluate for OEFF2014, using the [master film list's FIRST TAB/spreadsheet -- "#1-FilmFests"](#). This spreadsheet has a list of popular environmental film fests, and links to the films they have featured in the past, to give us ideas for our own film lineup. You may also do your own research and solicitation amongst your friends, family, colleagues, network. Then, add **(only up to) the top 12** most compelling-seeming films to the [SECOND TAB/spreadsheet -- "#2-Watchlist"](#) IF NOT ALREADY ON THE **WATCHLIST**. For each film you add to the WATCHLIST, please fill in your name in **Column A, "Added To Watchlist By."**

**DEADLINE: Complete this step by Fri, Oct 11.**

2. **Create a PICKLIST** by reviewing the [master film list's SECOND TAB/spreadsheet -- "#2-Watchlist"](#) -- and **PICKING** (COLUMN B, "Reviewed By") **up to 8** films to **obtain, watch, and review using the official OEFF report card template**; this step is very important! Please make sure the film has a FINAL GRADE, and **email report cards as Word attachments to Ana ASAP** after watching each film ([gardoyle@hotmail.com](mailto:gardoyle@hotmail.com)). Please title filename of the [Report Card](#) document accordingly, using the following as an example: : **Chasing-Ice\_ReportCard\_AGDoyle**.

### NOTES RE THE PICKLIST!

- Remember to **be critical** when creating your PICKLIST of films, and in reviewing them. The only way we will narrow down a master list of over 100 films to 30-40 final films will be to select only films that are remarkable and have the potential to transform.
- **If you own any of the films listed in the WATCHLIST**, please note that in the Comments/Notes column so the reviewer may borrow it from you!

### METHODS FOR OBTAINING PICKLIST FILMS TO SCREEN:

- [The library](#)
- **Request via the filmmaker** ([See here for a form letter that you can customize and email to request a free screening copy from the filmmaker](#)). Screening copies are typically free and sent out immediately per post, or provided to you via a web link (and sometimes a password to access the web link).
- **Rent online** via [Amazon Instant Video](#) or [Netflix](#). If you are NOT a Netflix subscriber & want to search their catalog, here is a sample of what to type into your browser: `site:dvd.netflix.com "The Wild Bunch"`
- **If you can't find a film** that is on your PICKLIST, let Ana know ASAP via email [gardoyle@hotmail.com](mailto:gardoyle@hotmail.com).

**DEADLINE: Complete this step (obtain, watch, review ALL PICKLIST FILMS) by Mon 10/28.**

3. After obtaining, watching and reviewing up to 8 PICKLIST films, **separate these films into 3 categories**:

- **A Drop-List**: films NOT recommended for OEFF2014 and NOT meeting most or all of the criteria in the [report card template](#). Please **change the color** of the row for each film on your Drop-List to **GREY**, so we know you are NOT recommending it for the Festival.
- **A 2nd Reviewer List**: Any films that you liked but didn't note as your TOP RATED, but which you would like another reviewer to screen for their opinion in case it should still be included in the Festival. Please **change the color** of any Go-List rows in the master film list "Watchlist" **ORANGE** so we can assign a 2nd reviewer to it immediately.

- **A Go-List:** Up to the very best 4 films HIGHLY recommended for OEFF2014, and meeting most or all of the film selection criteria denoted in the [report card template](#). Please **change the color** of any Go-List rows in the master film list “Watchlist” **GREEN** so we know you are recommending them for the Festival. Please then fill in as much information as possible in every row of each Go-List film’s row. ***The more information is provided about a Go-List film, the better chance it has to be considered for final selection.***

**DEADLINE: Complete this step (categorize ALL PICKLIST FILMS & provide detailed info on GO-LIST films ) by Mon 11/4.**

4. Once any of your Go-List films are accepted for final inclusion in the OEFF2014 program:

- **Help obtain LICENSING costs**, requirements, and complete details
- **Help secure a screening copy (typically 2 copies of a standard DVD; the 2nd copy is an emergency backup copy)** of any films on your GO-LIST that have been selected for inclusion in the final program.
- Work with film team leadership to **help develop a rich, informative, solution-oriented film program** that may involve demonstrations, tastings, resource people, panel discussions, debates, or whatever might best suited to the film and its subject matter.

**DEADLINE: Complete this step (license info, 2 DVD copies, film program ideas submission) by Fri 11/22.**

#### OTHER ROLES OF FILM TEAM MEMBERS

- **Advocating for your top films, to “fight for” them to be included in the final program.** This includes providing all necessary details about all of your GO-LIST films on the [master film spreadsheet -- “#2-Watchlist”](#) after you have watched, report card-reviewed, and highly recommend the film.
- **GREAT CARE in working with the master film spreadsheets**, so as not to delete or overwrite information. THIS IS VERY IMPORTANT! If you are not confident about your ability to update or make adjustments to the spreadsheet, please contact Ana immediately at [gardoyle@hotmail.com](mailto:gardoyle@hotmail.com)
- **CONSTANT & CLEAR COMMUNICATION** FOR BENEFIT OF MASTER LIST CLARITY and group understanding.
- **MARKETING** IN WHATEVER WAY WE CAN – OUR NETWORKS, ETC.! We are ALL on the marketing team!

THANK YOU for your participation in these IMPORTANT STEPS of film selection! Selecting remarkable films is key to a successful One Earth Film Festival.

If any questions, please contact Ana at [gardoyle@hotmail.com](mailto:gardoyle@hotmail.com). For more information about/for the Film Review Team (roles, guidelines, deadlines, meetings, etc), visit the OEFF2014 [Film Team Hub](#). Contact [Ana](#) if you need the login info.