



Instructions for use:

To use this template, make a copy to your Drive and change the name. Once it's saved, you will be able to edit the information OR you can download as a Microsoft Word Doc and edit the information there.

Project Name:

Date:

Locations:

Time	Location	Notes	Shot	Reference Photo	Brand Message
10:15 AM	The Tempered Room	Outfit #1	Sitting at table w/ coffee		

10:20 AM			Detail shots		
10:25 AM			Lifestyle shots (working on laptop, writing, etc.)		
10:30 AM		Change to outfit #2	A few more portraits in coffee shop/location shots Curled up on a chair near the window with notebook		

10:40 AM			Outside in front of coffee shop Close up on hands holding coffee/ torso (no face in the shot) Outside at corner of Queen and Brock with downtown in the background		
10:45 AM	Outside	Head to Library	Outside walking shots		

10:55 AM	Library	Change to outfit #3	Lifestyle shots inside Library		
11:00 AM	Outside		Outside Library in front of brick wall		
11:05 AM	Curiosa		Outside in front of bookstore/going in Facing bookstore, looking over shoulder towards camera		

11:10 AM - 11:15 AM			Looking at books/browsing		
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