



VIRTUAL VIDEO TOUR PROCESS SHEET

INITIAL WELCOMING CALL

A member of our team will ring you to discuss your requirements.

STEP 01



SITE SURVEY AND BRIEF MEETING

* Photos of each area will be taken.

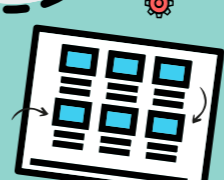
STEP 02



STORYBOARD CREATION

We will plan and visualise how each of the video scenes will look.

STEP 03



STEP 04



SKYPE PRESENTATION

We discuss the plans for the day and go through the storyboard. Any changes can be made here.

STEP 05

FILMING

Our two man film crew will be on site for the full day capturing each scene with your guidance.



STEP 06

EDITING

The footage will then be edited and any additional animation work will also be applied.



STEP 07

DRAFT AND AMENDS

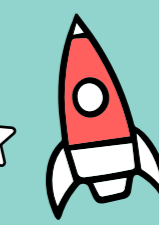
A draft version of the film will be sent electronically for review.



FINAL PRODUCTION

The final film will be delivered to you on the required device.

STEP 08



THINGS TO REMEMBER...

DBS CHECKED

All of our operatives are DBS registered and will have a copy of their DBS with them for you to log.

PREPARE THE ROOM

The 360 camera will capture a full 360° view of the room, so you will need to ensure that the whole room is set up as you want it to be shown in the final production.

TIMING

Please allow an hour set up and film each scene.

STORAGE

The team will need a secure room to store their kit while not in use, and will require periodic access to this room.

LUNCH

Please allow time in your schedule for the team to have a lunch break.