

## Culmination Meetings with Technical Advisor

I (We), \_\_\_\_\_ understand that it is required for me to meet with my technical advisor at least three times throughout the semester to discuss my culmination project. Each meeting should be at least 30 min. unless the technical advisor determines that a shorter meeting is adequate. I also understand that after each meeting, I must present this form to the instructor of the course and also upload it on my ePortfolio. I will be penalized in the course if I do not fulfill these tasks.

Date

Signature of Culmination Student

### Meeting Records

Beginning Time	End Time	Date	Signature of Technical Advisor
01:00 PM	02:00 PM	09/23/2022	<i>Ryoya Terao</i>
<p>I met with this team for the first time, all three of them together virtually. Everyone's role was not 100% clear as there will be some overlaps. At this point, as I recall, the team was planning to produce a car commercial. Later, they decided to the film to be a short narrative, involving Charles' car, Mustang.</p>			

Beginning Time	End Time	Date	Signature of Technical Advisor
01:00 PM	02:00 PM	10/28/2022	<i>Ryoya Terao</i>
<p>Content of Meeting:            I met with Brannon and Darnell virtually. This was the second meeting of the semester concerning their short film. We invited Mark Raker, a distinctive cinematographer. Filming car commercials is one of his specialties. He shared his knowledge and experience with us about filming automobiles. It was comprehensive to watch some of his commercials as he commented on them. We also watched some of the footage (edited) from the students' project, which looks good at this stage. I have recommended that the students film more footage of their car based on some of the things, which were discussed during this meeting. This session was recorded, and will be shared with the two students as well as Charles who was absent today.</p> <p>Mr. Raker pointed out the theme of "screen direction," which I'd be happy to explain at the next meeting.</p>			

Beginning Time	End Time	Date	Signature of Technical Advisor
11:15 am	12:30 pm	11/15/2022	<i>Ryoya Terao</i>
<p>Content of Meeting: We met virtually to examine the edited project (rough-cut). Generally, it looks good. Now, the students need to determine what needs to be edited out possibly. Then, they also need to find the appropriate rhythm for the story. It is going well.</p>			