

<b>Word Bank</b>	above-the-line	assistant director
associate producer	audio assistant	audio mixer
below-the-line	camera assistant	camera operator
cinematographer	director	editor
engineer	floor manager	freelancers
graphic designer/operator	lighting director	producer
production assistant	set designer	technical director

- 1) The crew person responsible for assisting a producer with such tasks as coordinating schedules, booking guests, or creating packages is the associate producer
- 2) The director is responsible for visualizing a script or event
- 3) General organization of the set and giving cues to talent is the job of the floor manager
- 4) The production assistant provides general, all-around assistance to a director or producer
- 5) The task of operating the production switcher and serving as crew chief is that of the technical director
- 6) Designing graphics and operating graphics generation equipment is done by the graphic designer/operator
- 7) The camera operator sets up and operates video cameras
- 8) The audio mixer is responsible for the technical and artistic quality of the program sound
- 9) Setting up, troubleshooting, adjusting, and maintaining all equipment used in a production are the tasks of the engineer
- 10) The editor selects, compiles, and cuts video and audio to produce programs
- 11) The personnel who work on a fixed salary and are thought of as having "artistic" roles in a production are referred to as above-the-line
- 12) The personnel who are paid a wage and are thought of as having "technical" roles in a production are referred to as below-the-line
- 13) Independent contractors who work for multiple production companies are known as freelancers
- 14) The set designer conceives, designs, and organizes the scenic treatment for a production
- 15) The tasks of positioning microphones, running audio cables, operating a sound boom, and troubleshooting audio problems are done by an audio assistant
- 16) A camera assistant helps the camera operator, works as a grip, pushes camera dollies, and handles cables

- 17) The role of lighting director involves designing, arranging, and controlling all lighting treatment in a production
- 18) In a dramatic production, a camera videographer may be called a cinematographer
- 19) The assistant director supports the director and will often take notes for a director and handle special shots and program timing
- 20) The person responsible for the overall organization of a production is the producer