

SYLLABUS FOR THE POST OF SENIOR PRODUCTION ASSISTANT

Mental Ability, Reasoning and Mathematical Skills :

Analogy, series completion, coding-decoding, blood relations, logical venn diagrams, alphabetical test, number ranking and time sequence test, mathematical operations, arithmetical reasoning, data interpretation, data sufficiency, cubes and dice, construction of sequences and triangles.

Mathematics based on tenth standard of CBSE

Computer awareness

Components of a computer system, specifications of a computer system, Input and output devices and installation of printers and other input output devices., Introduction to Internet and Internet Applications, MS windows, MS-Word, MS-Excel, MS Power Point, MS Access, Computer Networking, Computer shortcut keys, Virus and virus protection, Operating System types.

English Language Proficiency

English language based on tenth standard of CBSE

Post Specific

- **Script Writing:**

Script Writing for Films (documentary, educational film and different video program formats), Writing words for pictures, Storyboard and its use.

- **Camera Techniques:**

Single Camera and Multi Camera set up, types of camera and its usage, different camera techniques used in production, Basic Shots & Composition, Framing, Parts and functions of a Video Camera, Camera lens, Use of Filters in Camera, camera angles and movements, Specifications and selection of camera.

- **Lighting Techniques:**

Basic Lighting Techniques, Special Lighting Techniques, Different Lighting Equipments

- **Recording Techniques:**

Audio and video recording techniques, Outdoor Studio Recording (Specifications and selection of recording equipment, Types of Microphones on the basis of their construction and on the basis of the pick-up pattern, Uses of microphone, Use of Audio Mixer, types of Recording media (media used for professional, broadcast recordings). Audio and Video file formats and compression, dubbing.

- **Graphics and Animation Techniques:**

Graphic fundamentals and applications, Graphics Editing software such as Adobe Photoshop, After Effects, GIMP, Google Sketch up etc. Animation need and applications, Animation software (2D vs 3D Animation) such as Flash, Blender etc.

- **Audio and Video Editing:**

On line and offline editing, Specifications and selection of audio and video editing equipment, Linear and Non Linear Video Editing, Hardware &Types of Software for Audio and Non Linear Video Editing (Open source and Commercial), Video Editing Techniques (Cut on action, Cut away shots, Fades, Wipes, Cross dissolve, Video Compositing, Transitions, Video/Audio Effects, Continuity), Use of Chroma Key (How it is done, Types of backgrounds used)..

- **Web Conferencing and Video Streaming**

Concept of video conferencing and Digital content sharing in Social Media, Need of real time video streaming, compression techniques, codecs, media for video streaming, video generation for Social Media.

- **Multimedia Authoring**

Multimedia Authoring Basics, Some Authoring Tools, Macromedia Director & Flash

- **IPTV and IP Radio**

Basic concepts and working, Hardware required for delivery through IPTV and IP Radio, Video streaming through IPTV.

- **NPTEL, SWAYAM MOOCs content generation, editing and sharing.**
