Below are a series of questions to help evaluate 2nd year crews. On a scale of 1-5, please grade each question listed. A ‘3’ indicates good work all around. A ‘1’ indicates a very poor performance, while a ‘5’ is above and beyond all expectations. If anything below or above a ‘3’ is given, please take the time to explain why. Please put the name of the crew member next to his/her position.

**DIRECTOR:**

1. Did he/she communicate a clear vision of the project? 
2. Was input from the crew received well? 
3. Were his/her needs properly communicated during preproduction? 
4. Were his/her needs properly communicated during production? 
5. Was he/she well prepared during production? 
6. Did he/she maintain composure throughout? 

**PRODUCER:**

1. Did he/she take initiative to prepare without being asked? 
2. Were all production matters and forms cleared well in advance (3-5 days)? 
3. Was he/she competent and composed? 
4. Did he/she manage onset problems well? 
5. Were his/her needs properly communicated? 
6. Was he/she collaborative? 
7. Was he/she interested in the creative process as well as the physical process? 
8. Was he/she helpful in all stages of production: pre, production, post? 
9. Did he/she check in often with all crew to make sure their needs were met?
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D.P.:

1) Did he/she have a technical knowledge of the equipment? ______
2) Was he/she willing to make aesthetic compromises with the Director? ______
3) Did he/she voice his/her own ideas about the project? ______
4) Was the scene lit properly for the visual style of the project? ______

Additional Comments: ____________________________________________
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A.C.:

1) Did he/she have a comprehension of the camera’s parts and functions? ______
2) Was he/she consistently available to the D.P.? ______
3) Was he/she prepared before each? ______
4) Did he/she actively listen to anticipate the D.P.’s needs? ______

Additional Comments: ____________________________________________
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SOUND MIXER/EDITOR:

1) Did he/she have a technical knowledge of the mixer and mic? ______
2) Did he/she communicate needs clearly? ______
3) Did he/she have a comprehension of Final Cut? ______
4) Was he/she willing to take suggestions about the cut? ______
5) Did he/she work in a timely fashion? ______

Additional Comments: ____________________________________________
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Please list any additional information that you feel valid regarding non-key crew members (negative or positive).

Crew Member’s Name and Position: __________________________________________

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Crew Member’s Name and Position: __________________________________________

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Crew Member’s Name and Position: __________________________________________

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Crew Member’s Name and Position: __________________________________________

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Crew Member’s Name and Position: __________________________________________

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