



## Analytical Checklist for StoryBoard Readiness

A storyboard is a detailed planning “map” specifically organizing **WHAT** media needs to be gathered for your digital product and **HOW** it will be mixed together into an effective design. Review these elements for storyboard readiness:

### PROCESS

- |                          |                                                                           |               |
|--------------------------|---------------------------------------------------------------------------|---------------|
| <input type="checkbox"/> | Developed an “emotional” storyline or narrative script                    | Yes / NOT Yet |
| <input type="checkbox"/> | Used an approved template                                                 | Yes / NOT Yet |
| <input type="checkbox"/> | Has a narration or storyline separated or “chunked” into natural segments | Yes / NOT Yet |
| <input type="checkbox"/> | Has segments numbered in sequence                                         | Yes / NOT Yet |

### WHAT MEDIA will be needed

- |                          |                                                                                                                                                                                                                                                                                          |                                                 |
|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> | Has described/sketched one or more images/video clips (creates a shot list) PER segment by<br>√ labeling emotional tone needed for each image in parenthesis<br>√ identifying images needed that attempt to go beyond the literal matching of content<br>√ perhaps organizing a metaphor | Yes / NOT Yet<br>Yes / NOT Yet<br>Yes / NOT Yet |
| <input type="checkbox"/> | Has described the sounds/music (creates a sound list), if any, PER segment by<br>√ labeling setting, context or emotional tone for each sound/music in parenthesis<br>√ identifying “flavors” of sound or music needed that attempt to go beyond the literal                             | Yes / NOT Yet<br>Yes / NOT Yet                  |
| <input type="checkbox"/> | Has identified enough specific details to create a collective shot AND sound list to guide media production step for the gathering, creating and editing tasks ahead                                                                                                                     | Yes / NOT Yet                                   |

### HOW the MEDIA will be MIXED together

- |                          |                                                                                                                                                                                                                                                                                                                                                                                          |                                                                  |
|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> | This storyboard organizes a rough or specific design “map” by<br>√ following or unfolding the storyline or narrative script<br>√ developing visibly a constant theme or tone<br>√ detailing images/ video/ sound/ music needs to create a formal or informal<br>√ documenting “good enough” evidence that a planned flow of how the media is expected to be mix together is demonstrated | Yes / NOT Yet<br>Yes / NOT Yet<br>Yes / NOT Yet<br>Yes / NOT Yet |
|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|

**OVERALL** storyboard “readiness” to begin **NEXT STEPS** of media production

***Good to Go / NOT YET***

- |                          |                                                                                                                                                                                                                                         |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | Author’s Learning Logs Prompt: <i>What were the hard parts of your storyboarding process? What were the easy parts? Any surprises? What did you learn during storyboarding? What advice would you give yourself for moving forward?</i> |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|