WEEKLY PRODUCTION WORKFLOW

Wednesday (12:00 hrs)

Content Receipt

Media Centre receives announcements content from Communications Department

Wednesday (18:00 hrs)

Content Distribution

Announcements content scripted and sent to all Stakeholders (especially Newscasters)

Thursday (14:00 hrs)

Shooting

Actual filming of the week's bulletin (in TV Studio, on location or both)

Friday

Post Production & Testing

Editing, outputting and testing of produced content ahead of Sunday

Saturday

Unexpected Changes

Allowance to re-shoot and/or re-edit certain content (only for absolutely critical changes)

Sunday

Go-Live!!!

Version 02.00