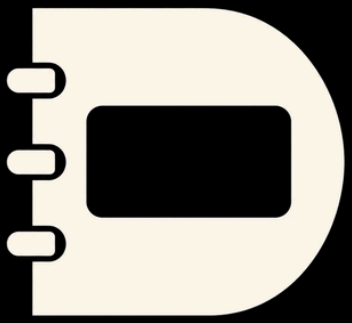
VERSION OF NOVEMBER 24, 2026



The Director's Notebook

THE GUIDE

Breakdown · Strategy · Floor Plan · Shot List

Prep · Scout · Set

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01

Start Here

What the app is, how to put it on your devices, how the screen is laid out, and how your work is saved.

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What it is

The Director's Notebook keeps a scene's breakdown, strategy, floor plan and shot list in one place. You work on one scene at a time, and the four tabs at the top are four views of that same scene.

It runs in a browser and can be installed as an app. Once it has been opened on a device it keeps working without a connection.

Installing it

WHERE: app.thedirectorsnotebook.com

ON THE IPAD

1. Open the address in Safari.
2. Tap Share, then **Add to Home Screen**.
3. Open it from the Home Screen from then on.

ON A MAC OR A PC

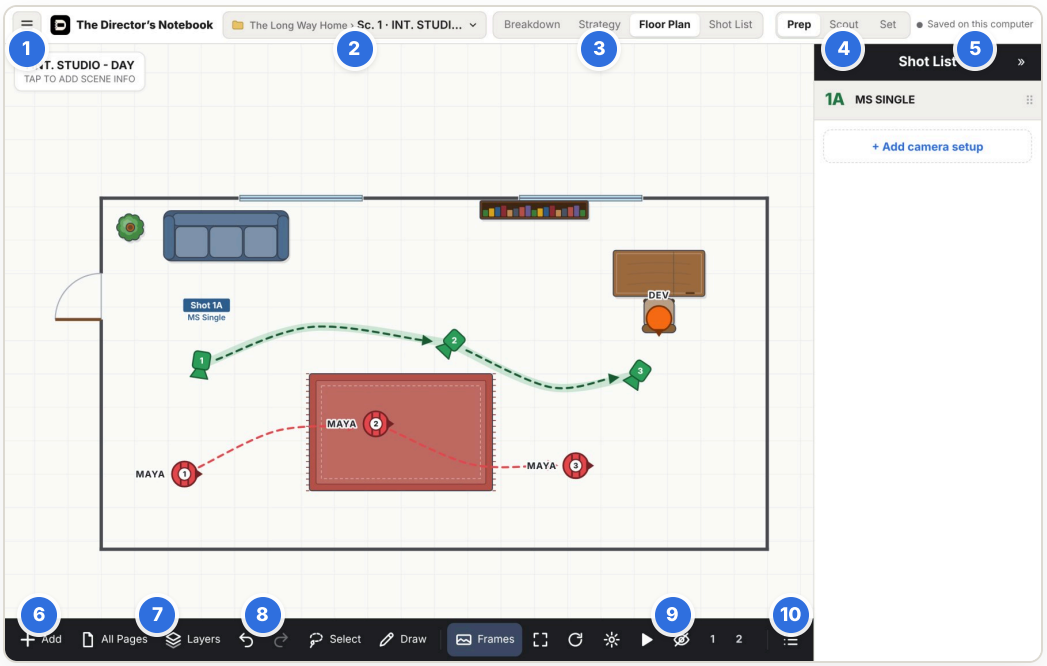
1. Open the address in Chrome.
2. Use Chrome's menu to install the page as an app, then keep it in the Dock or on the taskbar.

ON AN ANDROID TABLET

1. Open the address in Chrome.
2. Open Chrome's menu and choose **Add to Home screen**.
3. Open it from the Home screen from then on.

> The app updates itself. When a new version is ready it reloads at a quiet moment, or shows a Reload bar if you are in the middle of something. The version date is in Menu › Sync & Backup.

The screen

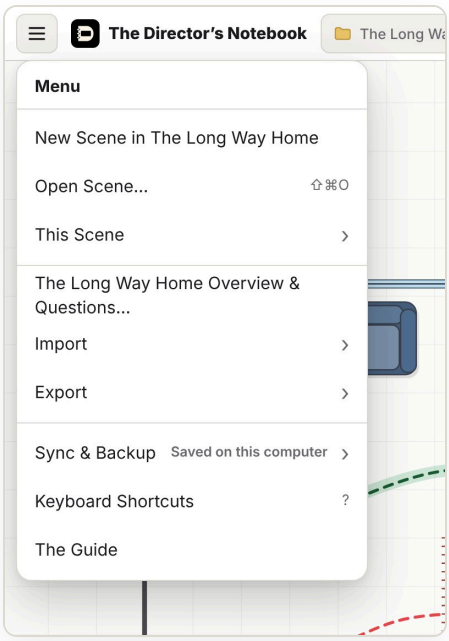


Sc. 1 of the invented project, on the Floor Plan tab.

1. **Menu.** Scenes, importing, exporting, sync and backups.
2. **Folder and scene.** Shows where you are. Tap it to move to another scene.
3. **The four tabs.** Breakdown, Strategy, Floor Plan, Shot List.
4. **Prep · Scout · Set.** The same scene, arranged for the stage of work you are in.
5. **Status.** Says whether your work is saved or synced. Tap it to sign in or see Sync.
6. **Add.** Characters, extras, cameras, props, set, lighting, annotations, a background image, and Measure a Distance.
7. **Pages and Layers.** Pages split a scene's blocking. Layers shows, hides, fades and locks each kind of piece.
8. **Undo and Redo,** then Select, Draw, Frames, Fit to Screen and Rotate the Floor Plan.
9. **Playback.** Turn on the animation view, play the blocking, and step through its Times.
10. **Shot List panel.** Shows or hides the list beside the plan.

The card at the top left of the plan is the scene's heading. Tap it to add scene info.

The menu



WHERE: the three-line button at the top left.

GROUP	WHAT IS INSIDE
At the top	New Scene, Open Scene..., the folder's Overview & Questions..., Keyboard Shortcuts, The Guide
This Scene	Scene Info..., Checklist..., Save as Template..., Add a Template to This Scene..., Save This Set as a Location..., Tidy Labels on This Page, Clear Moves..., Move This Scene to Trash
Import	Import a Script..., Import a Breakdown and Strategy...
Export	Export PDF..., Download This Page as an Image, Save the Blocking as a Video..., Productions & Letterheads...
Sync & Backup	Ready for Set Check..., Save a Version Now..., Earlier Versions..., Back Up Everything, Restore from Backup..., Reload the App

Each group opens a second list with a way back at the top.

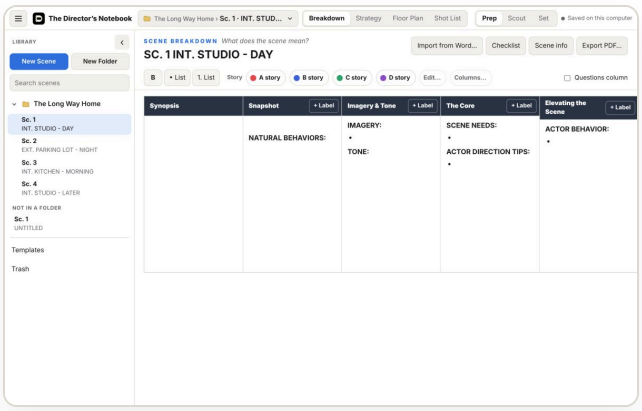
Scenes and folders

Scenes live in folders. A folder is usually one episode or one film, and importing a script makes a folder for it.

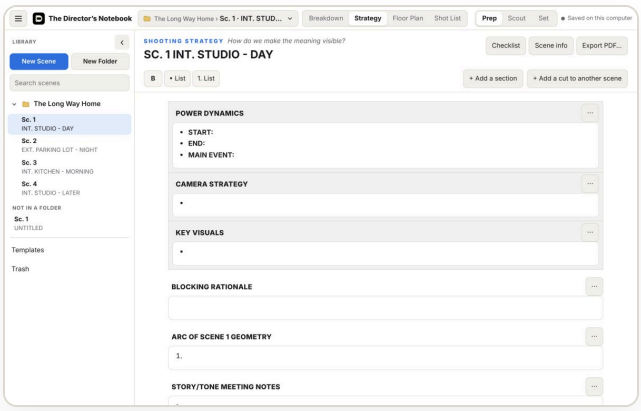
WHERE: tap the folder and scene name in the top bar, or Menu › Open Scene.... On the Breakdown, Strategy and Shot List tabs the Library sits down the left side.

- **New scene** and **New folder** are at the top of the Library.
- Drag a scene by its grip to move it into a folder. The ••• beside a scene has the rest.
- Scenes outside any folder are listed under **Not in a folder**.
- The Library also holds **Templates** and the **Trash**.

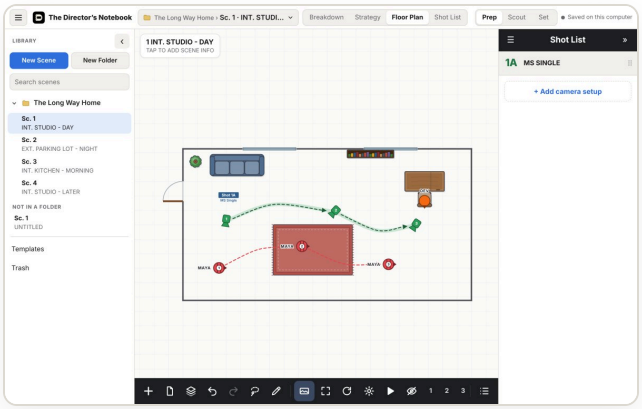
The four tabs



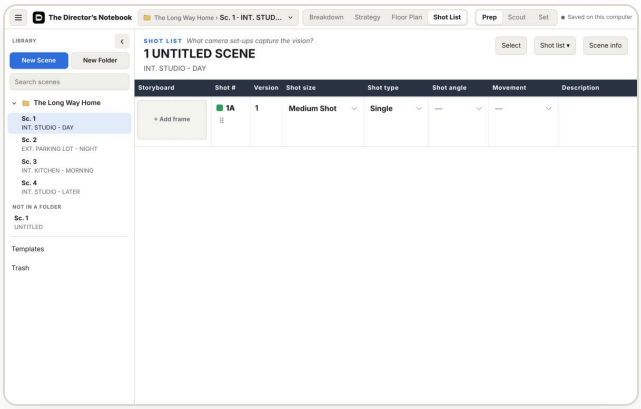
Breakdown. What the scene is and what it needs.



Strategy. How you mean to shoot it.



Floor Plan. The set, the blocking and the cameras.



Shot List. Every shot the cameras on the plan make.

Each tab has its own chapter. **Prep**, **Scout** and **Set** are covered in chapters 9 and 10.

Saving, Undo and earlier versions

There is no Save button. Work is saved as you go, and the status at the top right says so.

- **Undo and Redo** are on the toolbar.
- **Earlier Versions…** keeps a copy every five minutes while you work, covering about the last six hours, plus one a day for 30 days. Restoring one replaces what is there now, and you can undo that.
- **Save a Version Now…** keeps a copy under a name you choose until you delete it.
- **Back Up Everything** makes a file you can keep anywhere. **Restore from Backup…** reads one back in.

WHERE: Menu › Sync & Backup.

WHAT IT WILL NOT DO:
earlier versions live on the device you are using. They do not travel to your other devices. For a copy that does, use Back Up Everything.

Signing in and sync

Signing in keeps the same scenes on every device. Without it, everything still works and stays on the one device.

WHERE: tap the status at the top right.

1. The very first time, enter an email and a password of at least 10 characters, and tap **Create account**. Type the password once more when it asks, and tap **Create account** again. **Show password** lets you check what you typed.
2. On your other device, **Sign in** with the same email and password.

- This is the app's own account. It is separate from any other account you have.
- Work done offline is sent when you are back online.
- The Sync window shows when the cloud last confirmed your work, with **Sync now** and **Sign out**. Signing out leaves your work on the device.
- **Sync is invitation only for now.** To request access, write to info@thedirectorsnotebook.com and give the email you sign in with. Until you are added, everything still works and stays on the one device.
- The app's owner adds each approved email under **Approved people…**.

Keyboard shortcuts

WHERE: press ? on a computer, or Menu › Keyboard Shortcuts. The panel stays open while you work and lights up the keys that apply to what is selected.

On Windows, use Ctrl where this list shows ⌘.

SCENES

⌘O	Show the Library and search it
⇧⌘O	Open or organize scenes: folders, moving, Trash
⌘F	Search all scenes

⌘I	Scene info
⌘S	Confirms that your work is saved
⌘P	Export PDF

ADD

C	Character
A	Camera
P	Prop
S	Set piece
L	Lighting
T	Annotation

WITH A CHARACTER OR CAMERA SELECTED

W	Moves to: then tap where
F	Comes from (character)
R	Add a turn (character) or a pan (camera)
X	180° line to (character)
Shift	By itself, opens the menu for what is selected. So does a right-click or a two-finger tap
E	Edit
⌘D	Duplicate
← ↑ → ↓	Nudge. Hold Shift for bigger steps
Delete	Delete
Esc	Deselect, or cancel a tool

SELECTING

G	Lasso: draw around things to select them together
Shift-click	Add a piece to the selection, or take it out
⌘G / ⇧⌘G	Group the selected pieces so they move as one, or ungroup them
⌘A	Select everything on this page
⌘Z / ⇧⌘Z	Undo, redo

VIEW

[ ]	Previous or next page
N	New page
V	Switch between the plan and the shot list
B	Show or hide storyboard frames
0	Fit to screen
+ −	Zoom in or out
Space	Play or pause the animation
Esc	Leave the animation view
?	Show or hide the shortcuts

02

From the Script

Bring the script in, then say what each scene means and how you mean to shoot it.

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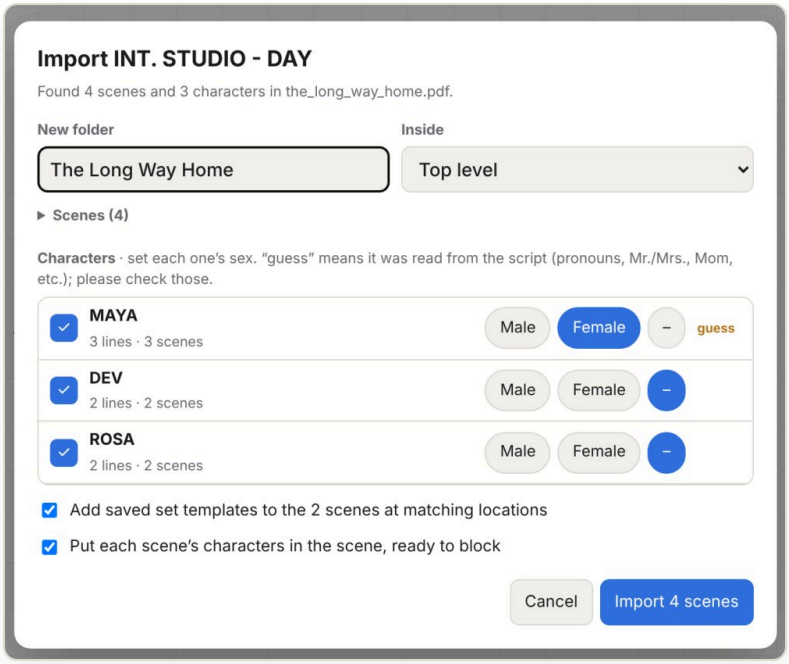
Import a Script

Makes a folder with one scene for every scene in the script, and a character for everyone who speaks.

WHERE: Menu › Import › Import a Script.... Inside a folder's window it is **Import script...**.



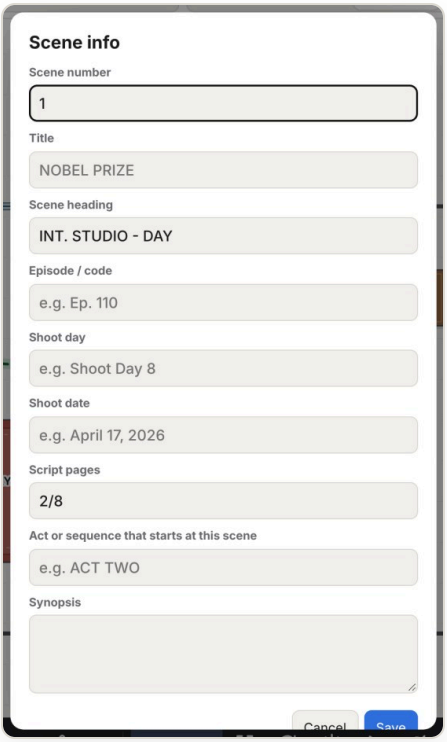
The app shows what it found before anything is added.

1. Choose the script's PDF.
2. Name the new folder, and choose whether it sits at the top level or inside another folder.
3. Check the characters. Untick anything that is not a character, and set each one's sex. **guess** marks the ones the app worked out from the script, so look at those.
4. Leave the two boxes checked to have saved set templates added at matching locations, and each scene's characters placed in the scene ready to block.
5. Tap **Import**.

Each scene arrives with its number, heading and script pages. One Undo takes the whole import back.

> **WHAT IT WILL NOT DO:**
> it reads the text inside the PDF. A scanned script, which is only pictures of pages, has no text to read.

Scene info



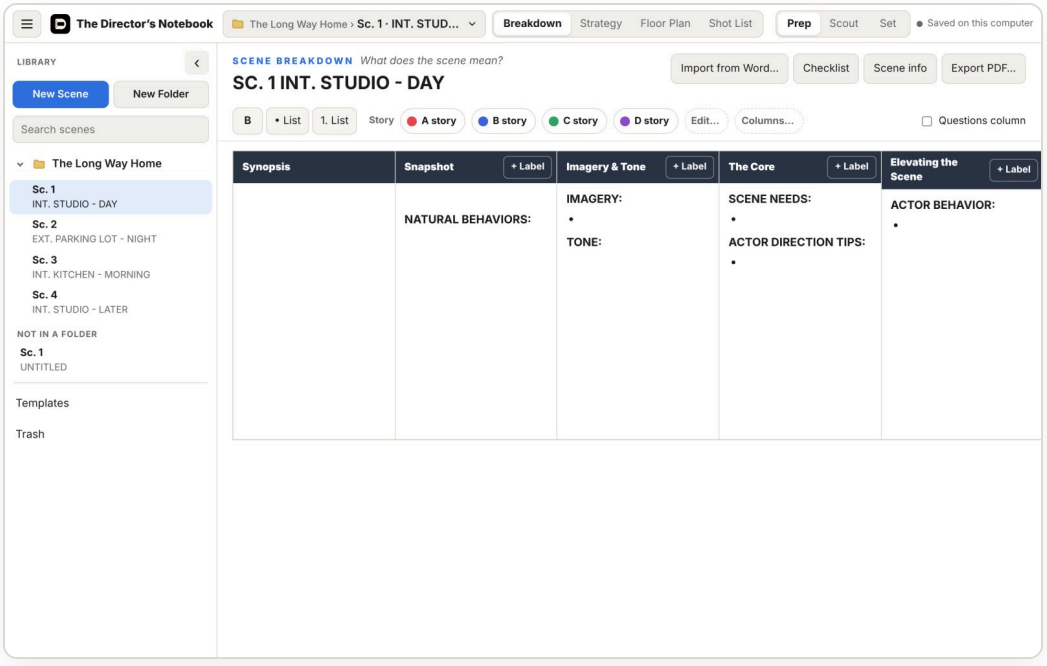
The facts about a scene that appear on its pages and printouts.

WHERE: tap the scene's card at the top left of the plan, or Menu › This Scene › Scene Info..., or ⌘I. The Breakdown and Strategy tabs have a **Scene info** button too.

- Scene number, title and scene heading.
- Episode or code, shoot day and shoot date.
- Script pages, in eighths.
- **Act or sequence that starts at this scene.** Type a name here, such as ACT TWO, and the Spine shows the act beginning at this scene.
- Synopsis.

Breakdown

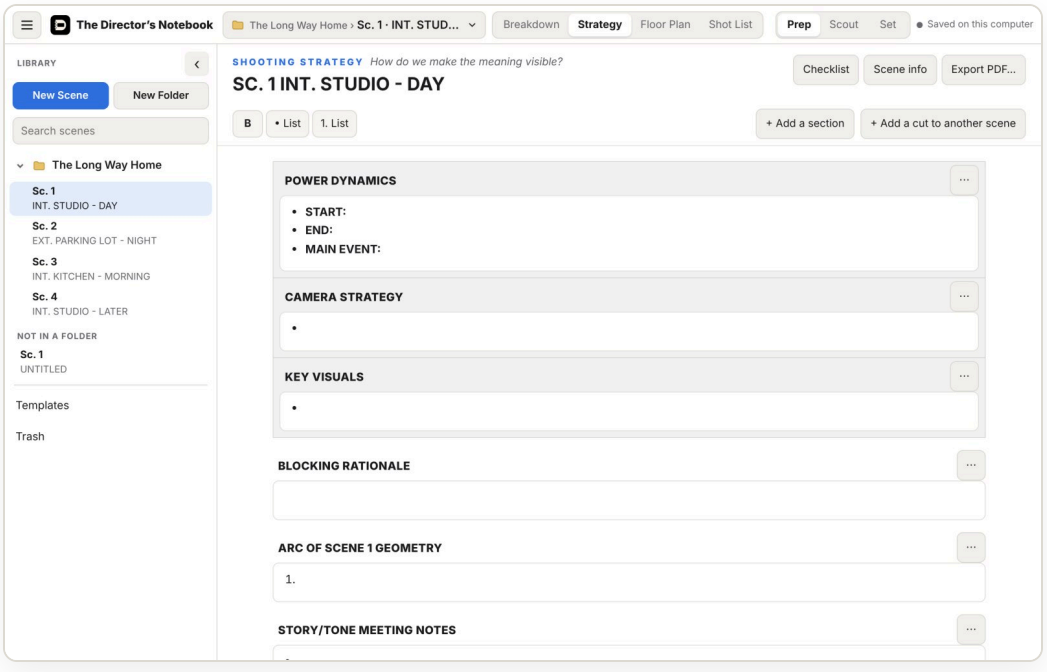
The Breakdown tab asks one question: what does the scene mean?



- **The columns** are Synopsis, Snapshot, Imagery & Tone, The Core, Elevating the Scene and Pitfalls. Each starts with prompts, such as Scene Needs and Actor Direction Tips under The Core.
- **+ Label** adds a prompt of your own to a column.
- **Columns...** changes the columns themselves.
- **Story** marks the scene as A, B, C or D story. **Edit...** changes that list.
- **Questions column** adds a column for open questions. They are gathered for the whole folder in the Overview.
- **The bar above the columns** formats the words you select: a font, a size, bold, italic, underline, strikethrough and a text color. **T_x** clears those. **Align**, the two list buttons and the two indent buttons act on the paragraph the cursor is in, or on every paragraph you have selected. The Strategy tab has the same bar.

Strategy

The Strategy tab asks the next question: how do we make the meaning visible?



- **The sections** are Power Dynamics (start, end and main event), Camera Strategy, Key Visuals, Blocking Rationale, Arc of Scene and Geometry, and Story and Tone Meeting Notes.
- **+ Add a section** adds your own. The ··· on a section has its options.
- **+ Add a cut to another scene** records a cut you are planning between this scene and another.

Import a Breakdown and Strategy

Brings in breakdowns and strategies you have already written in Word.

WHERE: Menu › Import › Import a Breakdown and Strategy.... On the Breakdown tab it is **Import from Word...**.

- It reads a Word file (.docx) and looks for Director's Notebook and Shooting Strategy pages.
- Pages are matched to scenes in the folder by scene number. A scene that does not exist yet is made.
- A scene that already has writing in it is left alone unless you choose to replace it.

WHAT IT WILL NOT DO:
it cannot open the older .doc format. Save the file as .docx first.

Checklist

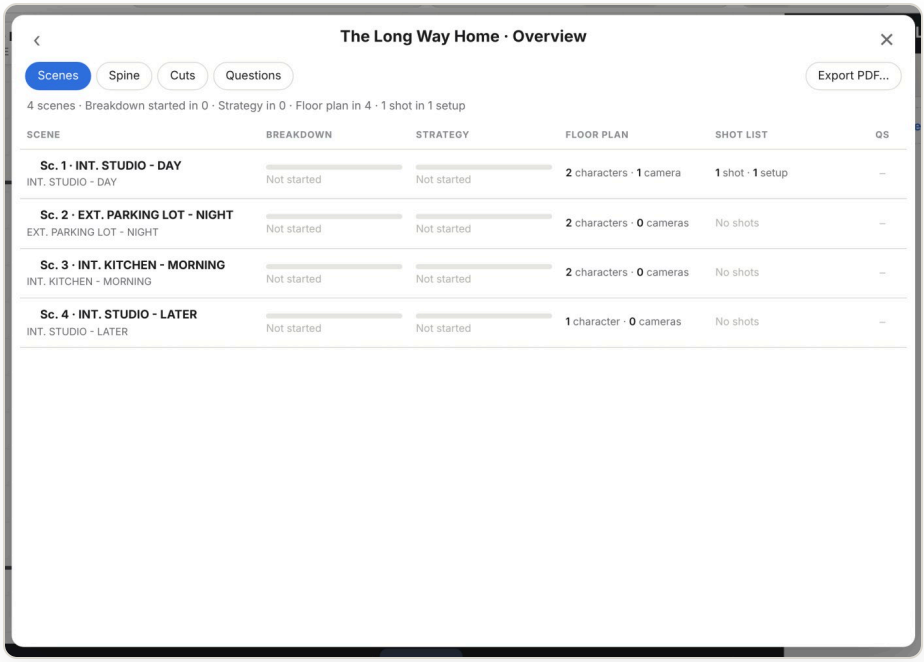
A to-do list that belongs to one scene. Add items, tick them off, and clear the finished ones with **Remove Finished**.

WHERE: Menu › This Scene › Checklist..., or the **Checklist** button on the Breakdown and Strategy tabs.

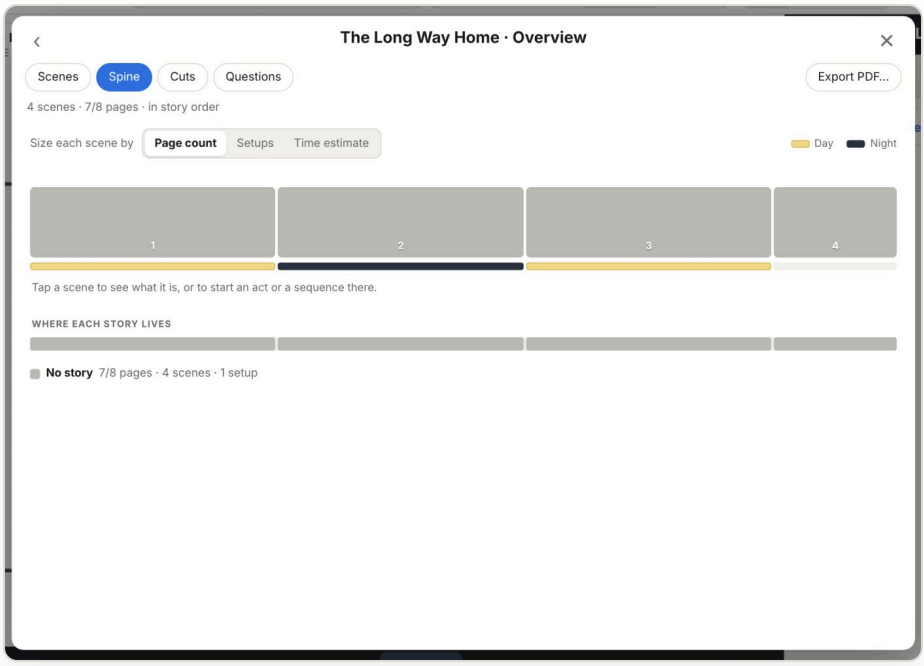
The folder's Overview

Shows the whole episode or film at once, in four views.

WHERE: Menu › the line that names your folder, ending in **Overview & Questions...**.



Scenes: how far along each scene is on each tab.



Spine: the scenes in story order, sized by page count.

VIEW	WHAT IT SHOWS
Scenes	Each scene with its progress on the Breakdown, Strategy, Floor Plan and Shot List, and how many questions are open.
Spine	The scenes as blocks in story order, sized by page count, setups or time estimate, with a band for day or night. Tap a scene to see what it is, or to start an act or a sequence there. Below it, where each story lives.
Cuts	The last frame of each scene beside the first frame of the next, so you can judge every cut between scenes.
Questions	Everything written in the scenes' Questions columns.

Export PDF... in the Overview prints the view you are on.

03

Building the Set

Six ways to get a set onto the plan, from drawing a wall to reading a director's plan, and how to keep one set in step across scenes.

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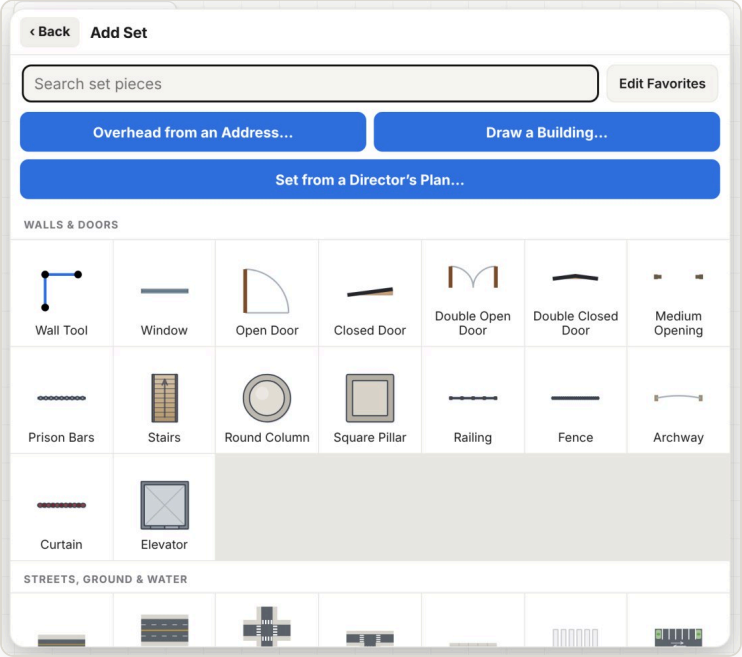
Add Set

Everything that makes up the place: walls, doors, windows, stairs, streets, water and whole buildings.

WHERE: Add › Add Set..., or press S.



- Tap a piece and it lands in the middle of the view. Drag it where you want it.
- **Search set pieces** finds one by name. **Edit Favorites** keeps the ones you use most at the top.
- The three blue buttons are the larger tools, each covered below.

GROUP	PIECES
Walls and doors	Wall Tool, Window, Open Door, Closed Door, Double Open Door, Double Closed Door, Medium Opening, Prison Bars, Stairs, Round Column, Square Pillar, Railing, Fence, Archway, Curtain, Elevator
Streets, ground and water	Street (2 lanes), Avenue (4 lanes), Intersection (4-way), Intersection (T), Sidewalk, Crosswalk, Parking Lot, Platform Edge, Fountain, Swimming Pool, Pond, Dock
Buildings	Houses from a Craftsman Bungalow to a Row of Brownstones, plus a Diner, Corner Store, Gas Station, Church and more

Walls

WHERE: Add › Add Set… › Wall Tool.

1. Tap to place each corner.
2. The wall finishes by itself when it meets another corner. Or tap **Done**.

Tap a wall for its menu:

- **Move All Joined Walls** moves the room as one.
- **Unhook This Wall** frees it from its neighbors.
- **Add a Corner Here** and **Remove Nearest Corner** reshape it.
- **Add Side Walls** adds a wall at right angles from each end, making three sides of a room.

Doors and windows

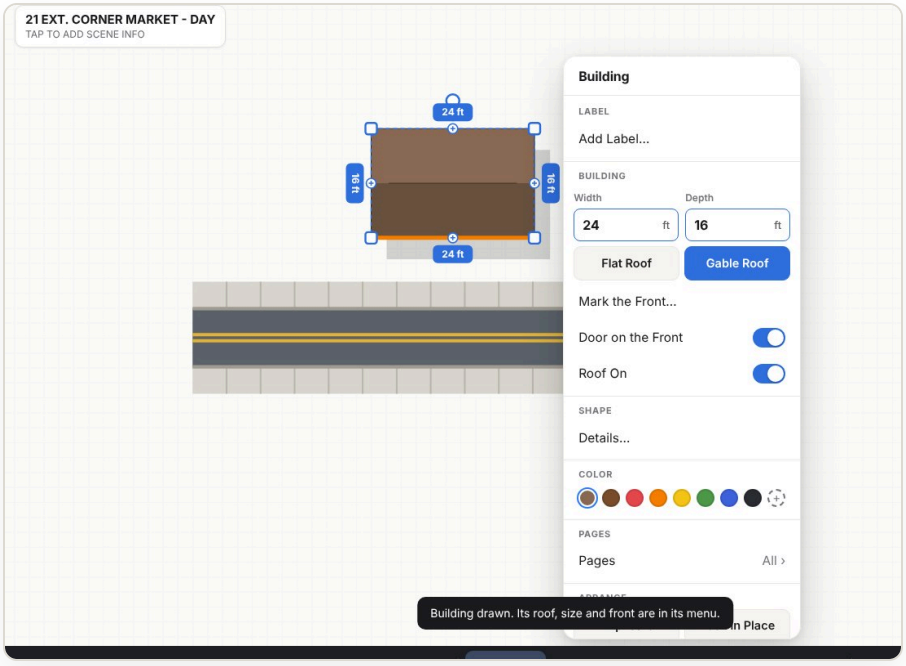
Drag a door or window onto a wall and it attaches, cutting its own opening. It then travels with the wall.

- **Flip to Other Side** swings a door the other way.
- **Mirror** moves the hinge to the other jamb.
- **Change Type…** swaps it, for example an open door for a closed one.
- **Detach from Wall** lets it stand free.
- **Allow Resizing**, **Keep Proportions** and **Reset Size** control its size.

Draw a Building

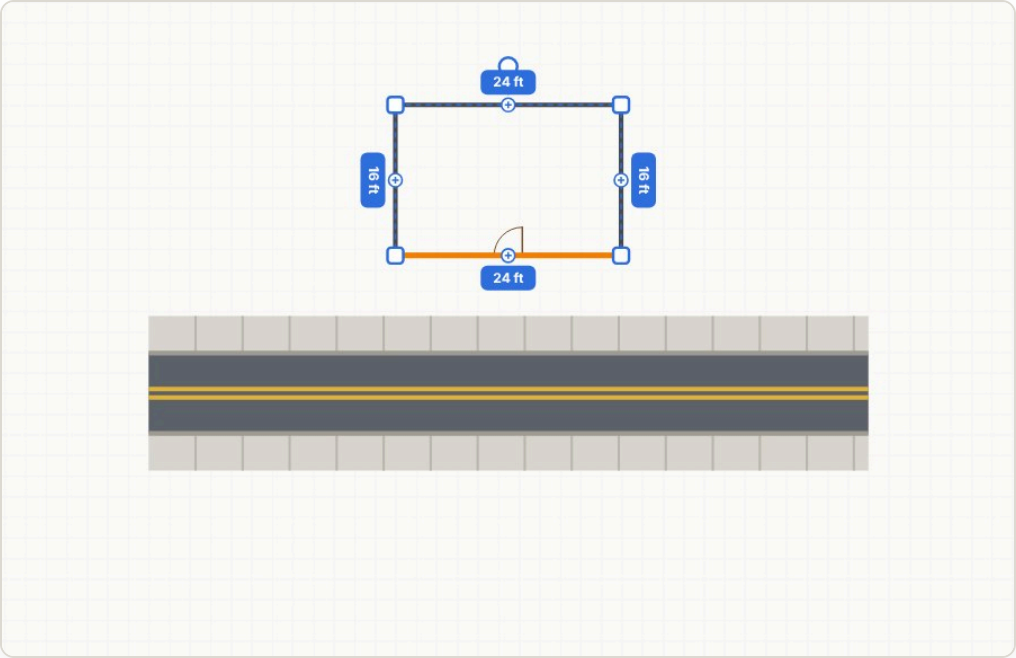
For a building seen from above, drawn to the size you want.

WHERE: Add › Add Set… › **Draw a Building…**



A 24 by 16 ft building and its menu.

1. Choose **Rectangle** and drag from one corner to the opposite one, or choose **Trace Corners** and tap each corner, then Done.
2. Lengths show in feet as you draw.
3. In its menu, type an exact **Width** and **Depth**, and choose **Flat Roof** or **Gable Roof**.
4. **Mark the Front…**, then tap the side that faces the street. **Door on the Front** puts a door there.



Roof On unchecked: the same shape as walls, ready to block inside.

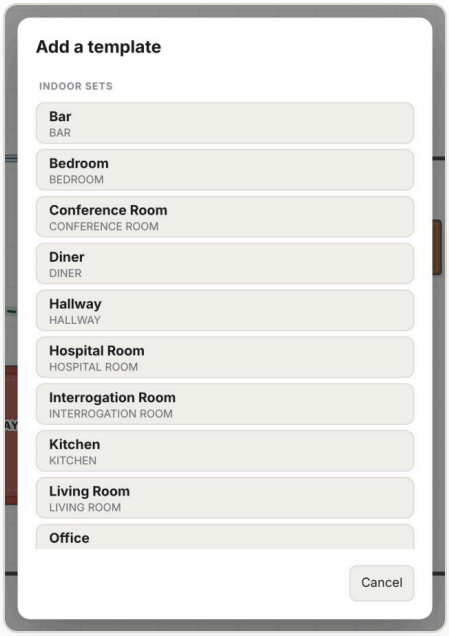
- Selected, it has a handle on each corner and a plus on each side to add a corner.
- Doors and windows attach to its walls, and it casts a shadow when the sun is on.

> **WHAT IT WILL NOT DO:**
> roofs are flat or gable only, and Roof On belongs to the building, so it is the same in every scene that shares it.

Templates

Ready-made sets and stagings to start from, and a way to keep your own.

WHERE: Menu › This Scene › Add a Template to This Scene..., and Save as Template....



KIND	TEMPLATES
Indoor sets	Bar, Bedroom, Conference Room, Diner, Hallway, Hospital Room, Interrogation Room, Kitchen, Living Room, Office, Precinct Bullpen
Outdoor sets	Alley, Park, Parking Lot, Street Corner
Two characters	Across a Table, Deep Staging, Face to Face, Front Seat of a Car, Side by Side at a Bar, Walk and Talk
Three characters	Triangle Standing, Two Across from One
Four or more	Circle Standing, Dinner Table

Save as Template... keeps the open scene's set under a name. Give it the location it is for, and scenes whose heading matches are offered it, including scenes from scripts you import later. You can keep the characters and cameras with it.

Overhead from an Address

Draws the block around a real address: its streets, lots, houses, woods and water, to scale, with north marked.

WHERE: Add › Add Set... › **Overhead from an Address...**

1. Type the address and tap Draw.
2. To see the real ground, open Layers and turn on **Aerial Photo** under Background Image.

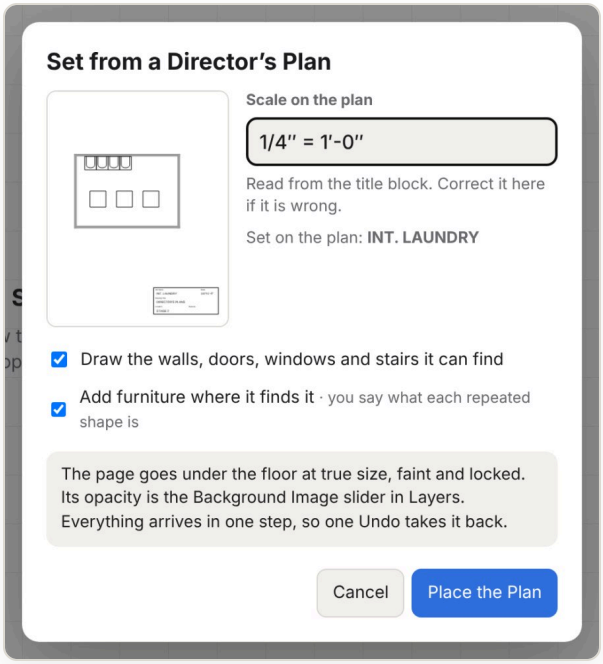
- It needs a connection, because it reads public map data.
- Trees and bushes are added for dressing. Uncheck that in the window if you want it bare.
- The streets come from OpenStreetMap. If you publish a plan made this way, credit OpenStreetMap.

> **WHAT IT WILL NOT DO:**
> it knows outlines, not what is on a lot. A pool or a driveway will not appear, so use the Aerial Photo to place those. It has been tested with New Jersey addresses; elsewhere it may find less.

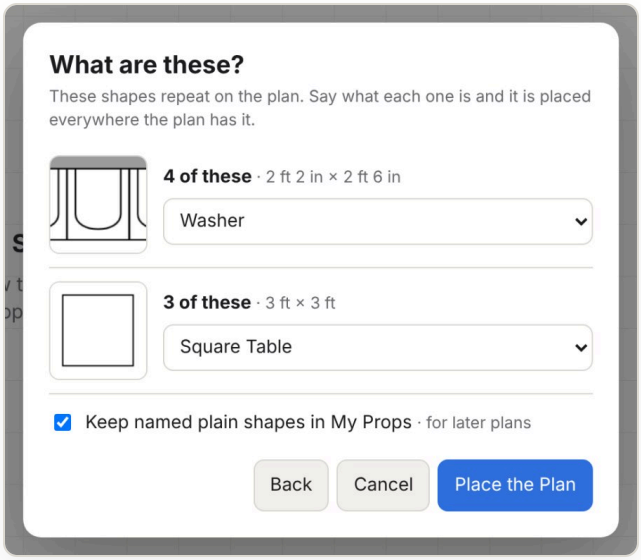
Set from a Director's Plan

Puts the art department's plan under the floor at true size, and builds what it can read from it as pieces.

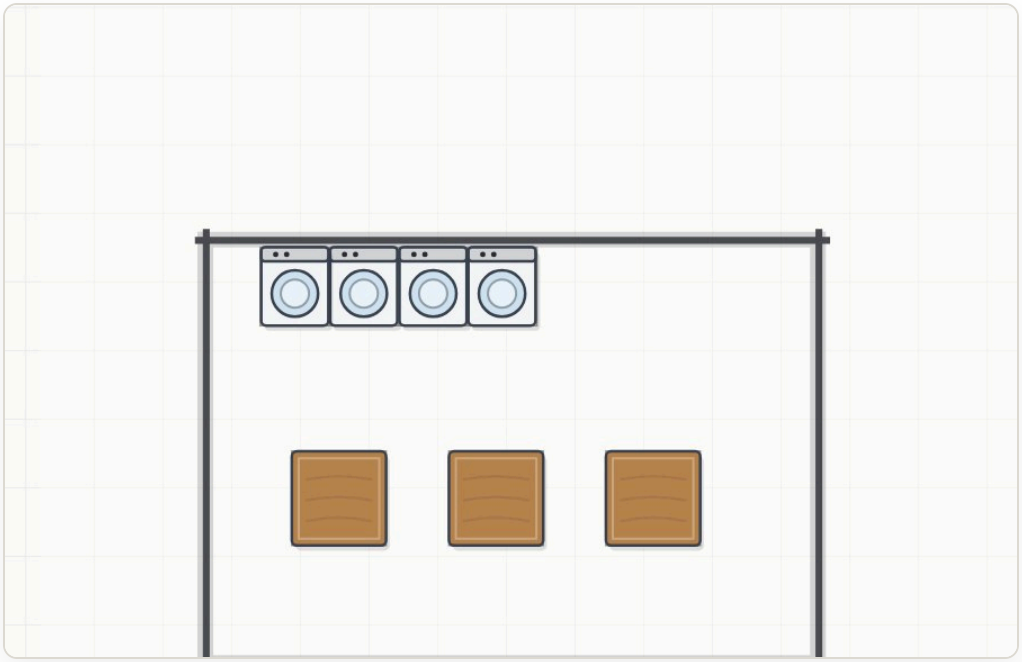
WHERE: Add › Add Set… › **Set from a Director's Plan…**



1. The scale is read from the title block. Correct it if it is wrong.



2. Say what each repeated shape is.



3. The plan sits under the floor and the pieces are built on top. This plan is invented.

1. Choose the PDF. If it has several pages, tap the one you want.
2. Check the scale, then tap **Place the Plan**.
3. If shapes repeat on the plan, say what each one is: a stock piece, a plain shape you can name, or leave it out.

- It reads solid walls, glass walls, doors from their arcs, windows and stairs, and places furniture by size.
- The plan's opacity is the **Background Image** slider in Layers.
- One Undo takes back the plan and everything that came with it.

> WHAT IT WILL NOT DO:
> it reads square-on walls only, not angled ones. It does not read which way a piece faces, and it misses some doors and chairs. Treat the result as a first pass to correct against the plan underneath.

Background image

Any picture can sit under the plan to trace over: a location photo, a sketch, a plan.

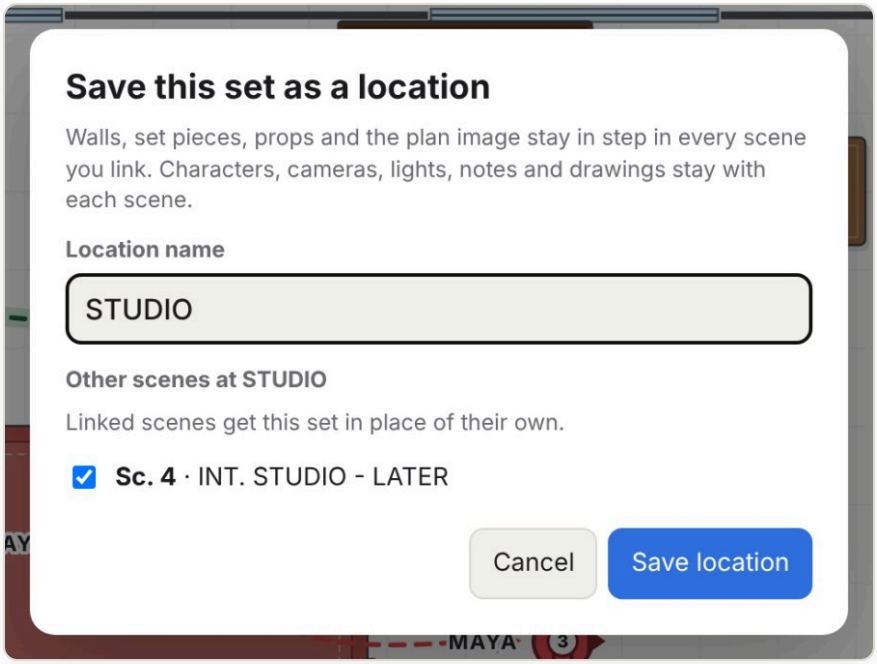
WHERE: Add › Background Image....

After you add one, the app offers to use it in the other scenes at the same place. Its opacity is in Layers.

Locations

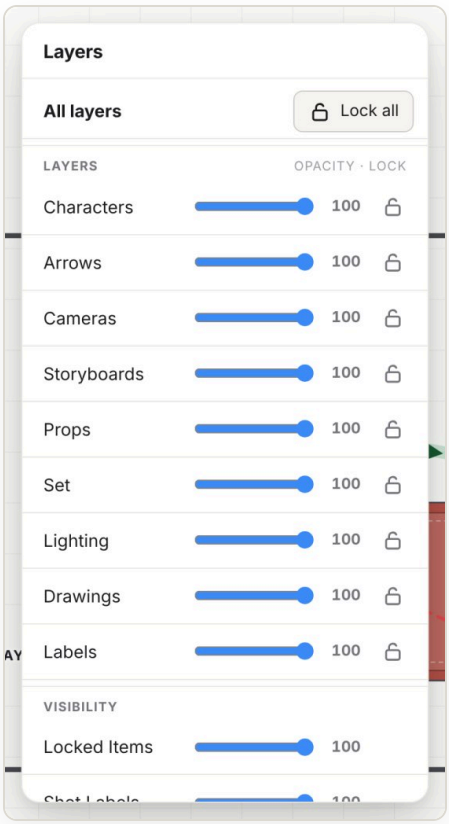
One set shared by every scene that plays there. Change it once and it changes everywhere.

WHERE: Menu › This Scene › Save This Set as a Location…. Other scenes join with Use a Location….



- **Shared:** walls, set pieces, props and the plan image.
- **Kept by each scene:** characters, cameras, lights, notes and drawings.
- Scenes at the same place are offered when you save. A linked scene gets this set in place of its own.

Layers



Shows, fades and locks each kind of piece.

WHERE: Layers, on the toolbar.

- **The layers** are Characters, Arrows, Cameras, Storyboards, Props, Set, Lighting, Drawings and Labels. Each has an opacity slider and a lock. **Lock all** locks everything.
- **Visibility** switches: Locked Items, Shot Labels, Shot Descriptions, Smart Guides, Sun & Shadows, Night Look and Background Image.

For example, fade the Set layer while you block, or lock it so a wall cannot be nudged by accident.

Measure a Distance

WHERE: Add › Measure a Distance.

Tap two points and the distance between them shows in feet. Tap **Done** to finish.

04

Props and Pieces

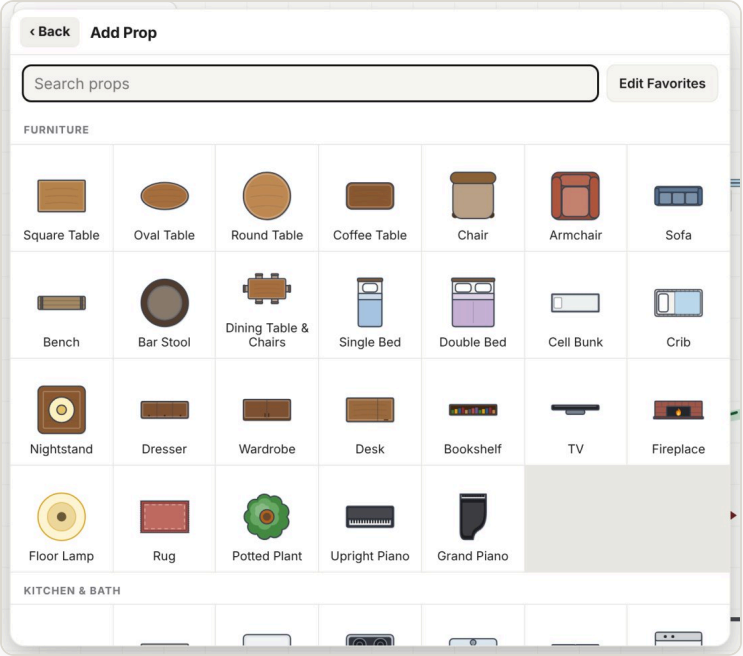
Furniture, vehicles and everything else that dresses a set, plus notes and drawings on the plan.

IN THIS CHAPTER

Add Prop	28
Working with a piece	29
Details	30
My Props and the Plain Shape	30
Notes and drawings	30

Add Prop

WHERE: Add › Add Prop..., or press P.



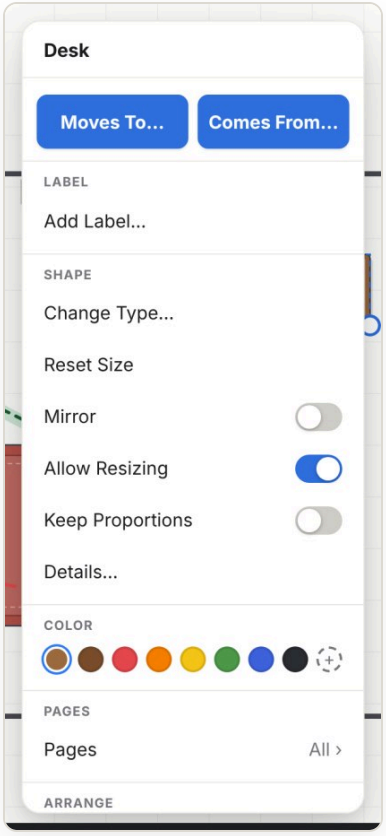
Tap a piece and it is placed on the plan. Search finds one by name, and **Edit Favorites** keeps your regulars at the top.

GROUP	EXAMPLES
Furniture	Tables, Chair, Armchair, Sofa, Bench, beds, Cell Bunk, Desk, Bookshelf, TV, Rug, Potted Plant, pianos
Kitchen and bath	Kitchen Counter, Kitchen Island, Fridge, Stove, Sink, Washer, Dryer, Toilet, Bathtub, Shower
Office	Cubicle, Conference Table, Filing Cabinet, Whiteboard, Copier, Laptop, Monitor, Cell Phone
Medical	Hospital Bed, Gurney, IV Pole, Wheelchair, Patient Monitor
Courtroom	Judge's Bench, Witness Stand, Jury Box, Counsel Table, Gallery Pew, Lectern
Stores and public places	Store Shelving, Checkout Counter, L-Shaped Counter, ATM, Vending Machine, Reception Desk, Lockers, Plain Shape
Restaurant and bar	Booth, Bar Counter, Café Table, Plate, Cup, Glass, Bottle
Vehicles	Car, SUV, Pickup Truck, Taxi, buses, Semi Truck, Motorcycle, Bicycle, boats, Helicopter, planes
Emergency vehicles	Police Car, Police SUV, SWAT Truck, Ambulance, Fire Engine, Ladder Truck, Police Helicopter

Street	Street Lamp, Fire Hydrant, Traffic Cone, Trash Can, Dumpster, Mailbox, Bus Shelter
Nature and animals	Tree, Bush, Hedge, Rock, Dog, Cat, Horse
Hand props	Book, Briefcase, Suitcase, Bag, Cardboard Box, Keys, Cash, Flashlight
Weapons, explosions and fire	Gun, Rifle, Sword, Explosion, Sparks, Fire, Smoke, Blast Radius
Film gear	Actor Mark, Dolly Track, Dolly, Crane, C-Stand, Light Stand, Flag, Apple Box, Director's Chair, Monitor Village

There are also groups for Transit, Crime Scene, and Parks and Outdoors.

Working with a piece



WHERE: the piece's menu. On the iPad, tap a selected piece again. On a computer, select it and press Shift, or right-click.

- **Moves To...** and **Comes From...** give a piece positions of its own, so a car can drive or a chair can be pulled out.
- **Add Label...** names it on the plan.
- **Change Type...** swaps it for another piece in the same spot.
- **Mirror** flips it. **Allow Resizing** and **Keep Proportions** control stretching, and **Reset Size** puts it back.
- **Color** recolors it.
- **Lock in Place** stops it moving by accident.
- **Bring to Front** and **Send to Back** settle what sits on top.

Details

WHERE: the piece's menu › Details....

Details opens a panel at the side for the finer settings of whatever is selected.

- A prop has its **Label**, its **Fill** color and the pages it shows on.
- A light adds the **Beam** slider.
- A character or a camera has a fuller panel. See Chapters 5 and 6.

My Props and the Plain Shape

- The **Plain Shape** is a simple block you can size and label, for anything the library does not have.
- **My Props** are pieces you have made yourself. Select several pieces, open the menu and choose **Save as My Prop...**. Name it, and it appears under My Props in Add Prop on every device signed in to your account.
- Characters, cameras, drawings and uploaded images cannot be saved in a prop. They stay with their scene.
- Plain shapes you name while reading a director's plan are kept in My Props too.

Notes and drawings

WHERE: Add › Add Annotation..., or press `T`. Freehand drawing is **Draw** on the toolbar.

- **Annotations** are Text, Mask, Straight Arrow and Curved Arrow.
- **Draw** has Pen, Arrow, Circle and Erase. Tap Done when you finish.
- Menu › This Scene › **Tidy Labels on This Page** spreads labels out so they do not overlap.

05

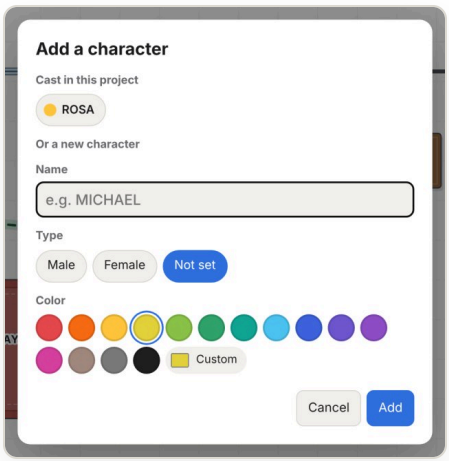
Blocking

Putting people on the plan, moving them through the scene, and playing it back.

IN THIS CHAPTER

Add a character	32	A Time’s menu: speed, labels and order	34
Positions and moves	32	Pages and blocking plans	34
Draw the Walk	33	Selecting several things	35
Times and playback	33	Clear Moves	35

Add a character

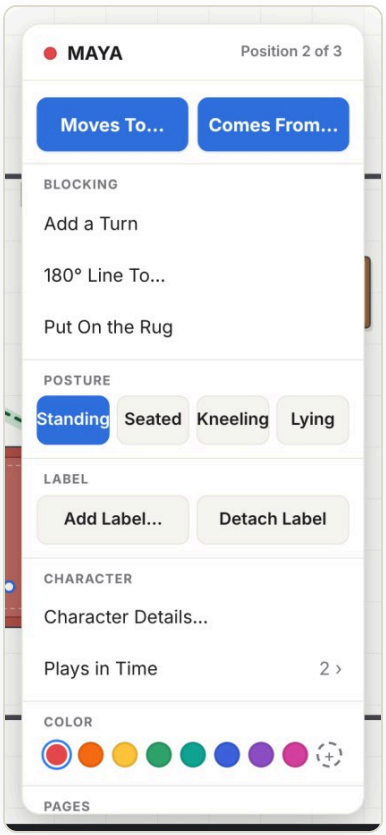


WHERE: Add › Add Character..., or press C.

- Pick someone from the **cast in this project**, or type a new name.
- A character keeps their name and color in every scene of the folder.

Add Extras... places a group of background people at once. You choose how many, a group name, their arrangement and color. They are numbered, drawn a little smaller than the cast, and can walk like anyone else.

Positions and moves



WHERE: the character's menu. Tapping a position's number opens it too. W is Moves To and F is Comes From.

1. Tap **Moves To...**
2. Tap where the character goes next.

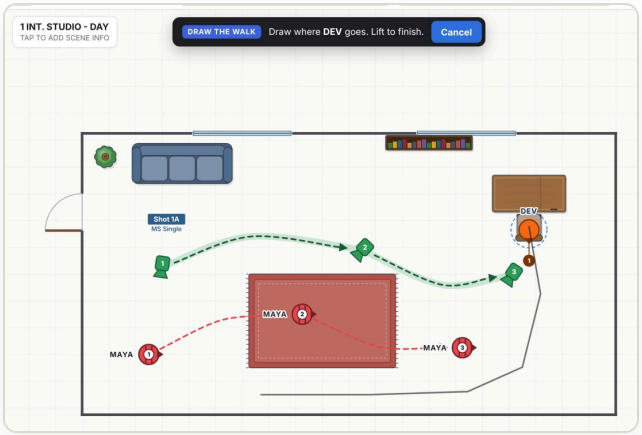
Each stop is a numbered **position**, joined by a dashed path. **Comes From...** adds a position before the one you tapped.

- **Add a Turn** (R) turns the character on the spot. Drag its number to point it.
- **Posture** is Standing, Seated, Kneeling or Lying.
- **Put On...** or **Put In...** appears when a character is over a piece or a vehicle. It attaches them, so moving or turning the piece carries them. **Take Off...** detaches them.
- **180° Line To...** (X) draws the line between two characters.
- **Delete Position** removes one stop. **Delete All** removes the character from the scene.
- **Character Details...** opens a panel for the name, color and type, the position you tapped, and the pages the character shows on. The type marks the figure: one stripe for male, three for female.

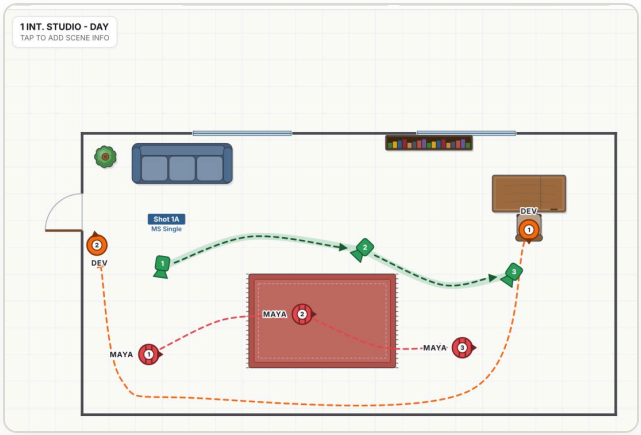
Draw the Walk

For a path that is not a straight line: around furniture, through a doorway, along a curve.

WHERE: the character's menu › Moves To... › **Draw the Walk** in the bar at the top.



Draw where the character goes. Lift to finish.

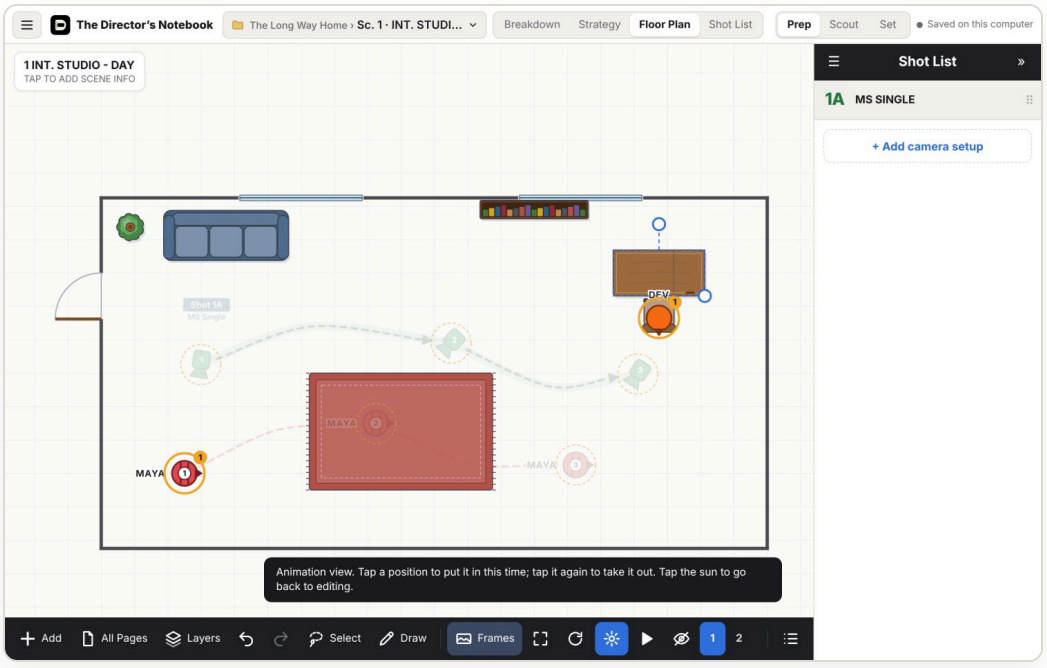


The line becomes the move, with bends where yours bent. Drag a blue dot to adjust it.

Times and playback

A **Time** is a beat of the scene. Everything set to play in the same Time moves together.

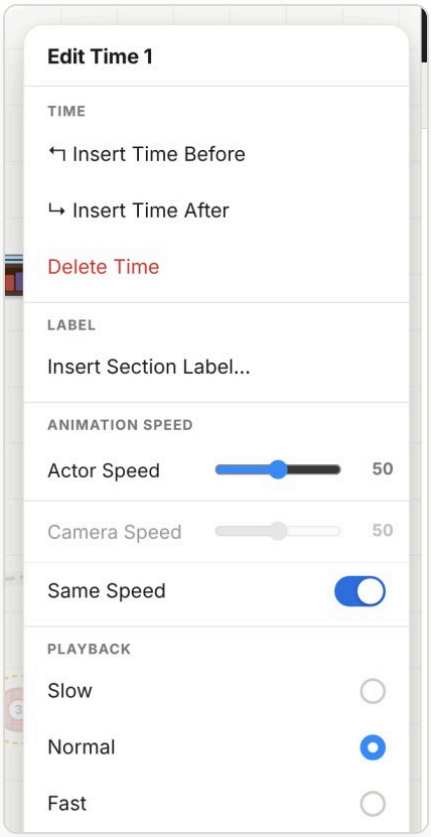
WHERE: the sun button on the toolbar, with Play and the Times beside it.



The animation view at Time 1. What plays in this Time is solid, and the rest is faded.

- Tap the sun button to turn on the animation view.
- Tap a Time's number, then tap a position to put it in that Time. Tap it again to take it out.
- **Plays in Time** in a character's or camera's menu does the same job from the plan.
- **Play**, or Space, plays the blocking.
- The eye button shows the other Times faded, or hides them.
- Tap the sun again, or press Esc, to go back to editing.

A Time's menu: speed, labels and order



WHERE: in the animation view, tap the Time you are on.

- **Insert Time Before** and **Insert Time After** make room for a new beat. **Delete Time** removes one.
- **Insert Section Label...** names a stretch of the scene on the toolbar.
- **Actor Speed** and **Camera Speed** set how fast things move in this Time. Turn off **Same Speed** to set them apart.
- **Slow**, **Normal** and **Fast** set how fast playback runs. **Loop** plays it again and again.
- **Save as Video...** records the blocking. See Chapter 11.

Pages and blocking plans

WHERE: the Pages button on the toolbar.

- **Pages** split a long scene's blocking into parts. **All Pages** shows everything at once. **New Page...** adds one, and each piece's menu says which pages it is on.
- **Blocking plans** are alternatives for the same scene. **New Plan from This One** copies Plan A so you can try another way without losing the first.

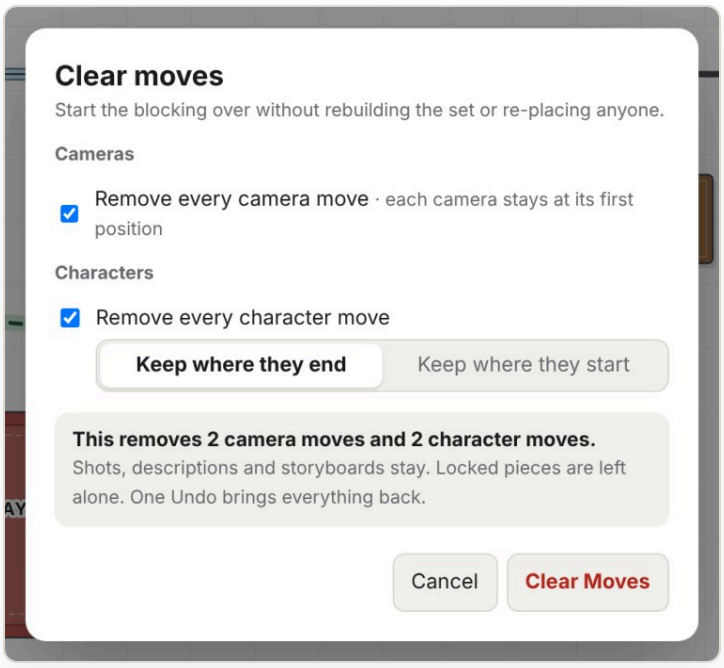
Selecting several things

- **Select** on the toolbar, or `G`, draws a lasso around pieces.
- Shift-click adds a piece to the selection or takes it out.
- `⌘G` groups the selection so it moves as one.

Clear Moves

Starts the blocking over without rebuilding the set or placing anyone again.

WHERE: Menu › This Scene › Clear Moves....



- Choose camera moves, character moves, or both.
- For characters, keep where they end or where they start.
- With something selected, you can clear only that.
- Shots, descriptions and storyboards stay. Locked pieces are left alone. One Undo brings everything back.

06

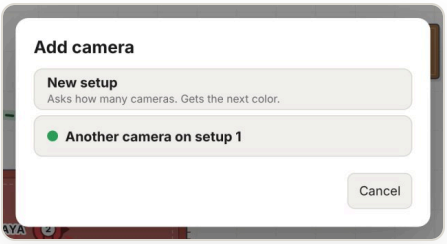
Cameras and Shots

Every camera on the plan is a shot on the list. This chapter covers placing cameras, moving them and describing what they see.

IN THIS CHAPTER

Add a camera	37	Lenses on the plan	39
The camera’s menu	37	Track With	40
Describe the shot	38	Storyboard frames	40

Add a camera

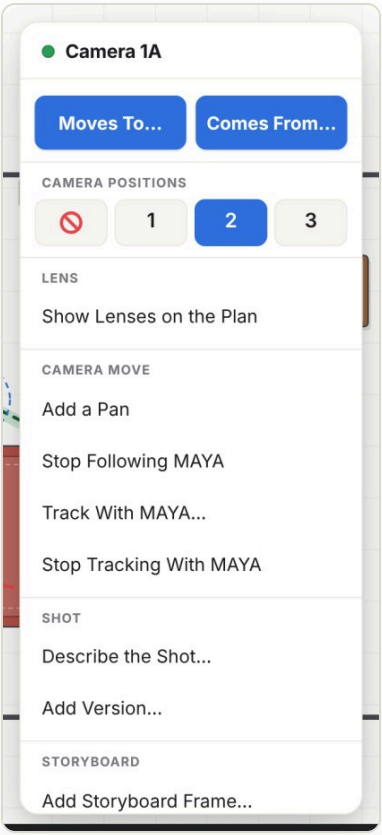


WHERE: Add › Add Camera..., or press A. The Shot List panel has **+ Add camera setup**.

- **New setup** asks how many cameras and gives the setup the next number and color.
- **Another camera on setup...** adds a B or C camera to a setup you have.

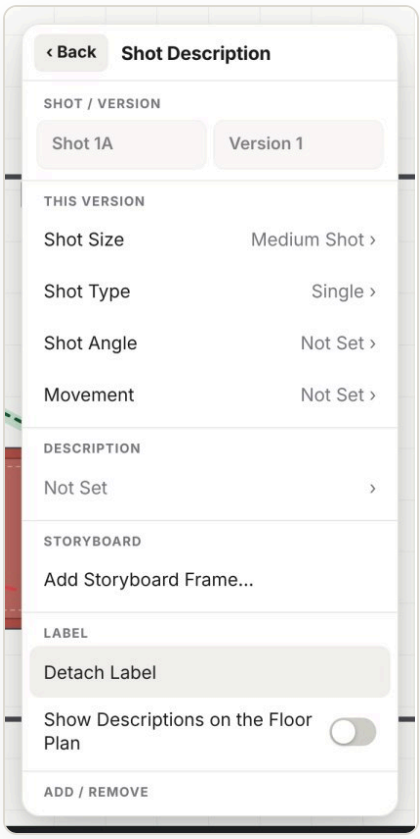
A shot is named by its setup and camera, such as **1A**.

The camera's menu



- **Moves To...** gives the camera a move: a dolly, a push, a track. Its stops show as **Camera Positions**.
- **Add a Pan** (R) turns the camera on the spot.
- **Show Lenses on the Plan** draws what each lens takes in. See below.
- **Follow...** keeps the camera pointed at a character, or at a spot you tap.
- **Track With...** makes the camera travel with a character. See below.
- **Describe the Shot...** and **Add Version...** fill in the shot list.
- **Add Storyboard Frame...** attaches a frame to the shot.
- **Plays in Time** sets when the camera move happens.
- **Camera Details...** opens a panel with the shot's fields, its versions, the camera letter, and the setup's number and color.

Describe the shot

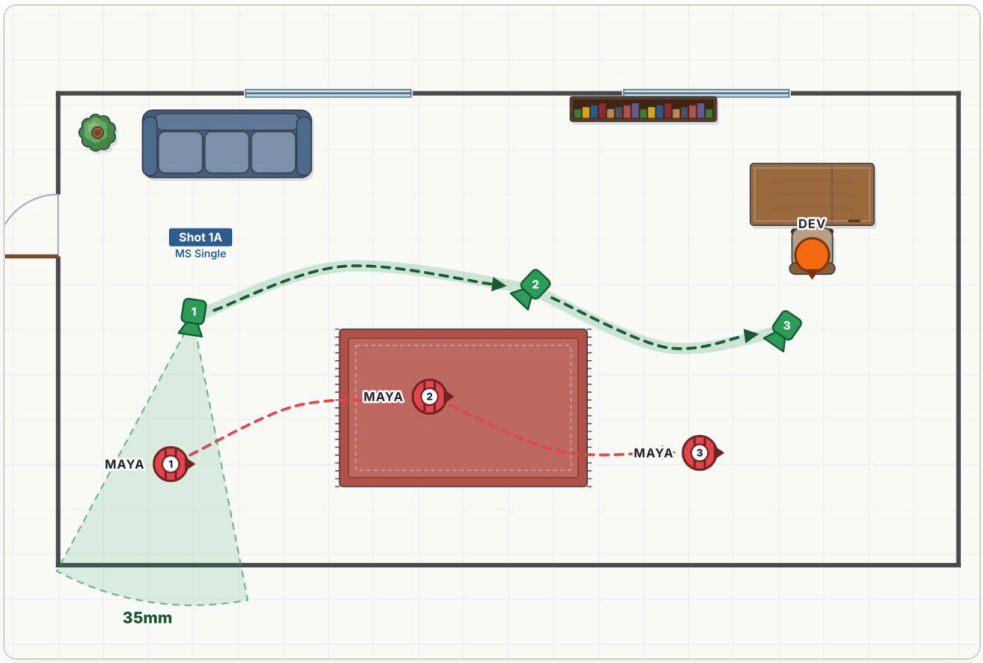


WHERE: the camera's menu › Describe the Shot.... The same fields are on the Shot List tab.

- **Shot Size**, **Shot Type**, **Shot Angle** and **Movement** are chosen from lists. **Description** is your own words.
- **Show Descriptions on the Floor Plan** prints them beside each camera.
- **Add Version...** gives one camera position a second shot, such as a tighter size from the same spot. **Remove This Version** takes one away.
- **Delete From Shot List** removes the shot.

Lenses on the plan

WHERE: the camera's menu › **Show Lenses on the Plan**.



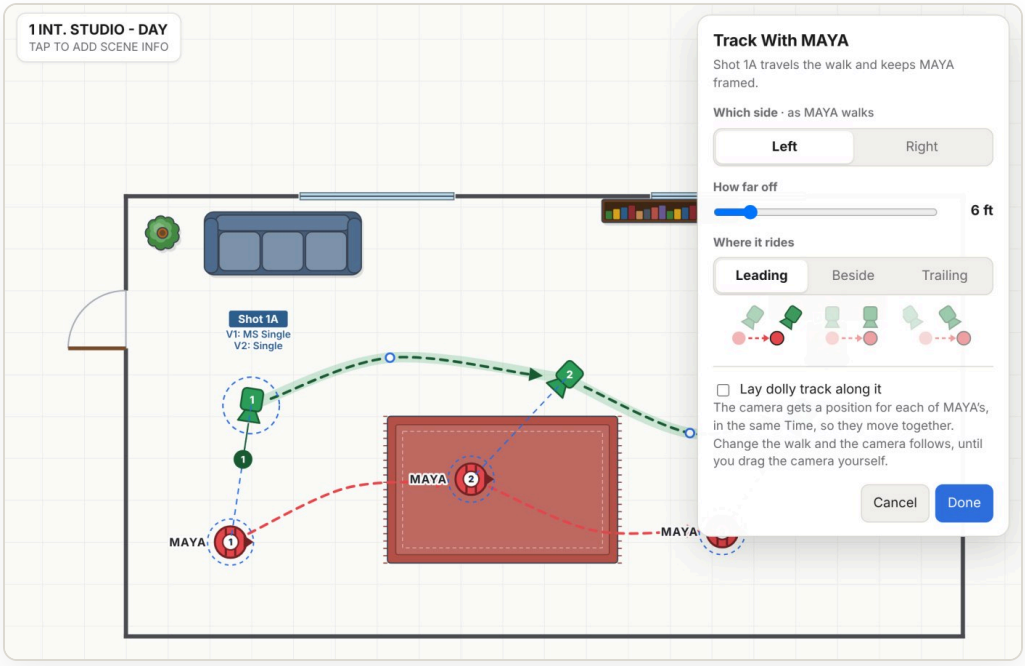
A 35mm lens at the camera's first position.

- Choose the camera's lens in the menu: 25, 35, 50, 85, 100, 135, or **More...**
- The wedge shows how wide that lens sees.
- **Sensor** sets the camera's sensor size, which changes the width of every wedge.
- **Reach to a Subject or a Spot...** stretches the wedge to a character and keeps it on them.
- **Hide Lenses on the Plan** turns the wedges off.

Track With

For a camera that travels with a walk: leading, beside or trailing.

WHERE: the camera's menu › **Track With...** › tap the character.



The camera has a position for each of the character's, and keeps her framed.

- The camera gets a position for each of the character's, in the same Time, so they move together.
- Choose the **side**, **how far off** in feet, and whether it rides **Leading**, **Beside** or **Trailing**.
- **Lay dolly track along it** puts track under the move in 4 ft sections.
- Change the walk and the camera follows.

> **WHAT IT WILL NOT DO:**
> Leading rides ahead and to the side, not straight in front. And once you drag the camera yourself it stops traveling with the character and keeps its positions. Use Track With... again to relink it.

Storyboard frames

- **Add Storyboard Frame...** on a camera attaches a picture to that shot.
- **Frames** on the toolbar, or B, shows or hides them on the plan.
- The folder's Overview uses each scene's first and last frames in its **Cuts** view.

07

Light and Time of Day

Where the sun will be for an exterior, what a night scene looks like, and film lights on the plan.

IN THIS CHAPTER

Sun & Shadows 42

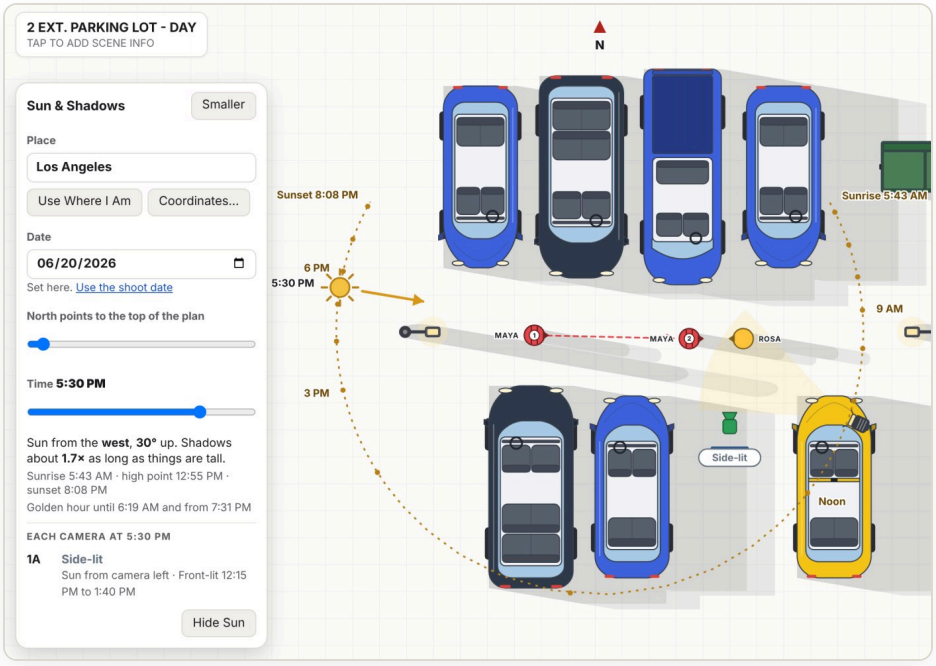
Night Look 43

Lighting pieces 44

Sun & Shadows

For exteriors. It shows where the sun is at a place, date and time, the shadows it casts, and how each camera is lit.

WHERE: Layers › **Sun & Shadows**. It is set for one scene at a time.



Los Angeles on June 20 at 5:30 PM. The dotted ring is the sun's path through the day.

1. Choose the **Place**. Type a city, tap **Use Where I Am**, or enter **Coordinates...**
2. Check the **Date**. It comes from the scene's shoot date in Scene Info, or you can set it here.
3. Turn **north** with the slider until the N arrow on the plan points the right way.
4. Drag **Time** to move the sun.

The panel then tells you:

- Where the sun is coming from, how high it is, and how long the shadows are.
- Sunrise, high point, sunset and the golden hours.
- How each camera is lit at that time: **Front-lit**, **Side-lit**, **Looking into the sun**, **High sun** or **Sun is down**. It also gives the hours when that camera would be front-lit.

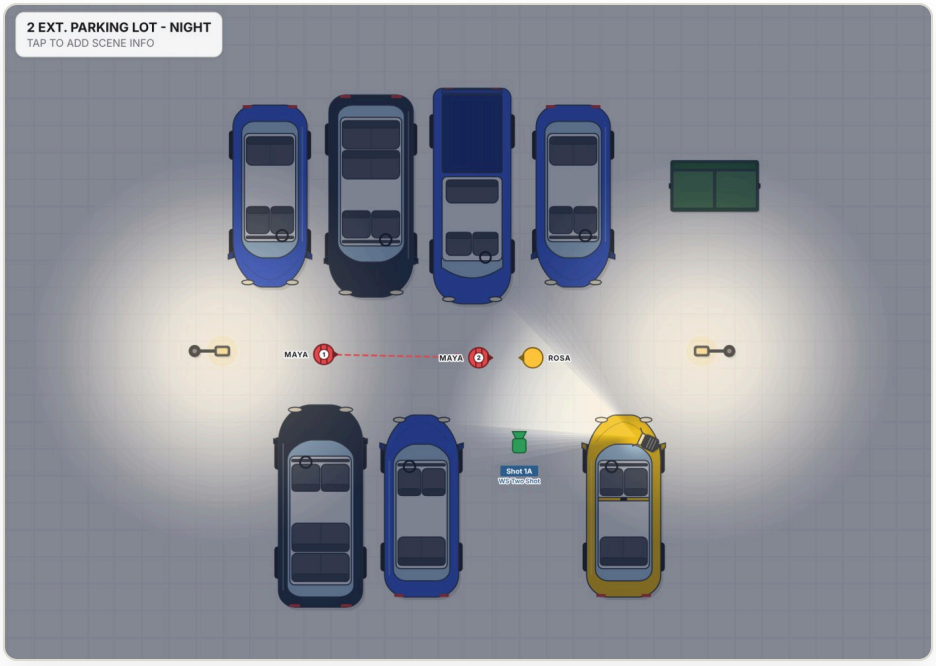
Smaller shrinks the panel to a bar with the time on it. **Hide Sun** turns it off.

> **WHAT IT WILL NOT DO:**
> Shadows are drawn from typical heights, such as 9 ft for a wall, and only for what is on the plan. A building or a tree you have not drawn casts no shadow. The place must be on the city list, your own position, or coordinates.

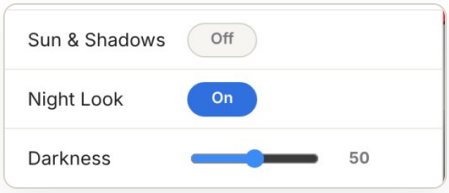
Night Look

For night scenes. The plan goes dark and stays lit only where its lights throw.

WHERE: Layers › **Night Look**. It is set for one scene at a time.



Two street lamps and one Fresnel.



What lights the dark:

- Film lights from Add Lighting, along their beams.
- A pool around a Practical Lamp, Floor Lamp, Street Lamp, Candle, Campfire, Fire or Fireplace.
- A Flashlight.
- Vehicles, once you switch on **Headlights On** in the vehicle's menu. The switch appears while Night Look is on.

Darkness sets how dark the rest of the plan is.

- Turning on Night Look turns Sun & Shadows off, and the other way around.
- The PDF export has a **Night Look** option, for scenes that have it turned on.

Lighting pieces

WHERE: Add › Add Lighting..., or press L.

- The pieces are **Fresnel**, **LED Panel**, **Softbox**, **Kino Flo**, **Practical Lamp** and **Sun / Window Light**.
- The film lights draw a beam on the plan. Turn the light to aim it.
- The light's menu › **Details...** has a **Beam** slider for how far it reaches. All the way down hides the beam.
- Lighting has its own row in Layers, so you can fade it or lock it.

08

The Shot List

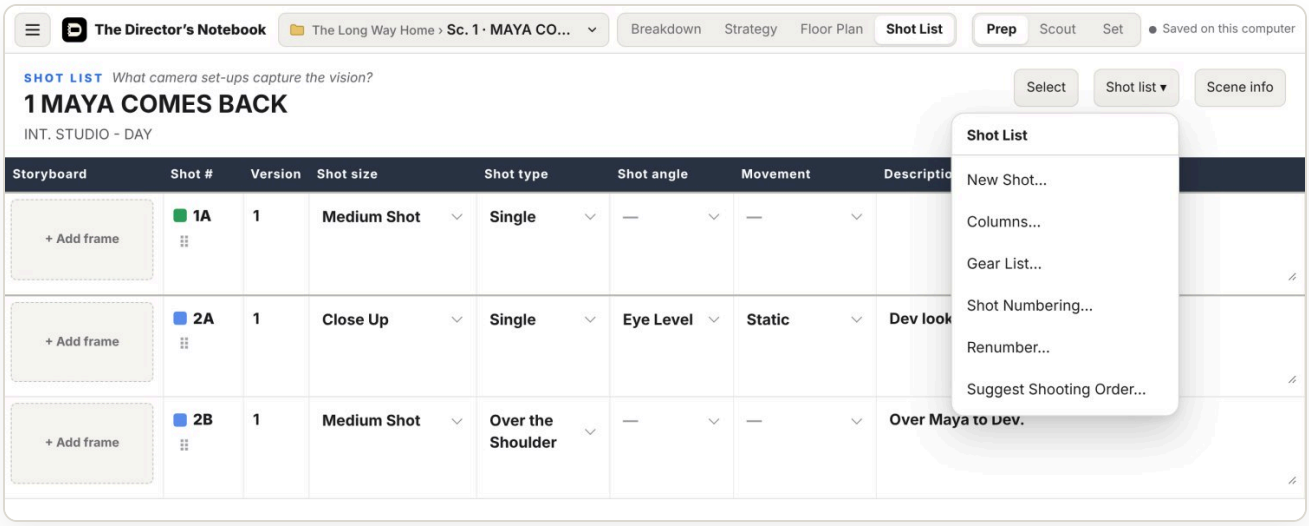
Every camera on the plan is a row here. This chapter covers the columns, the order, the numbering and changing several shots at once.

IN THIS CHAPTER

The Shot List tab	46	Suggest Shooting Order	48
Columns	47	Changing several shots at once	48
Numbering	47	Gear List and New Shot	49

The Shot List tab

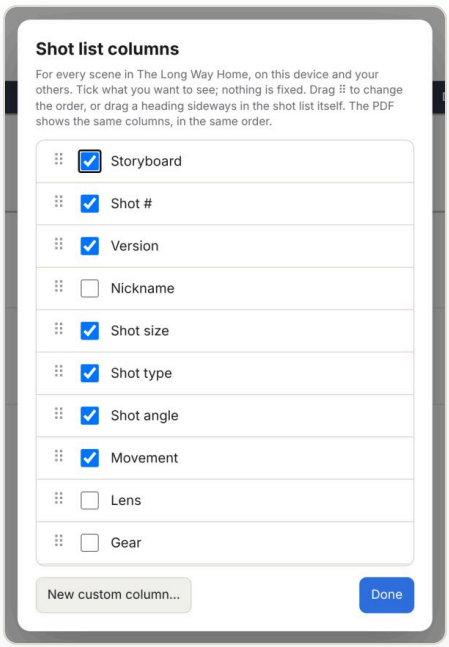
WHERE: the Shot List tab. V switches between the plan and the list. On the Floor Plan, the Shot List panel at the right shows the same shots.



Three shots, with the Shot list menu open.

- Each camera, and each version along its move, is a row.
- Tap a cell to change it. Size, type, angle and movement come from lists. The description is typed.
- **+ Add frame** attaches a storyboard frame to the shot.
- Tap a shot's number to see that camera on the plan.
- Drag ⠿ to change the order of the rows.

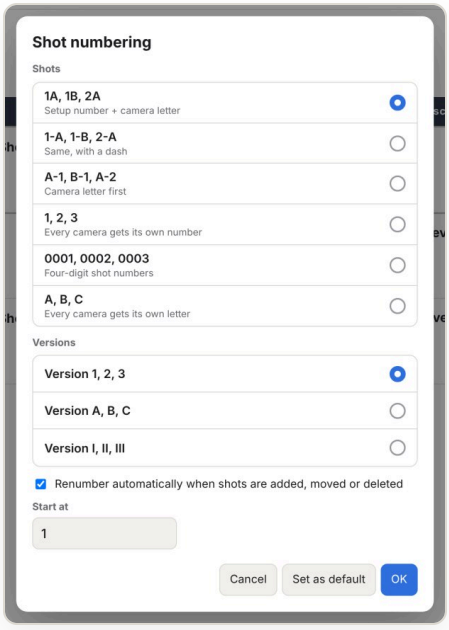
Columns



WHERE: Shot list ▾ › Columns....

- The list starts with eight: **Storyboard**, **Shot #**, **Version**, **Shot size**, **Shot type**, **Shot angle**, **Movement** and **Description**.
- You can turn on **Nickname**, **Lens**, **Gear**, **Cast**, **Props**, **Est. time**, **Priority**, **Flag**, **VFX**, **SFX**, **Status** and **Notes**.
- **New custom column...** adds one of your own.
- Drag ⠿ to change the order, or drag a heading sideways in the list itself.
- The choice covers every scene in the folder, on all your devices. The PDF shows the same columns in the same order.

Numbering



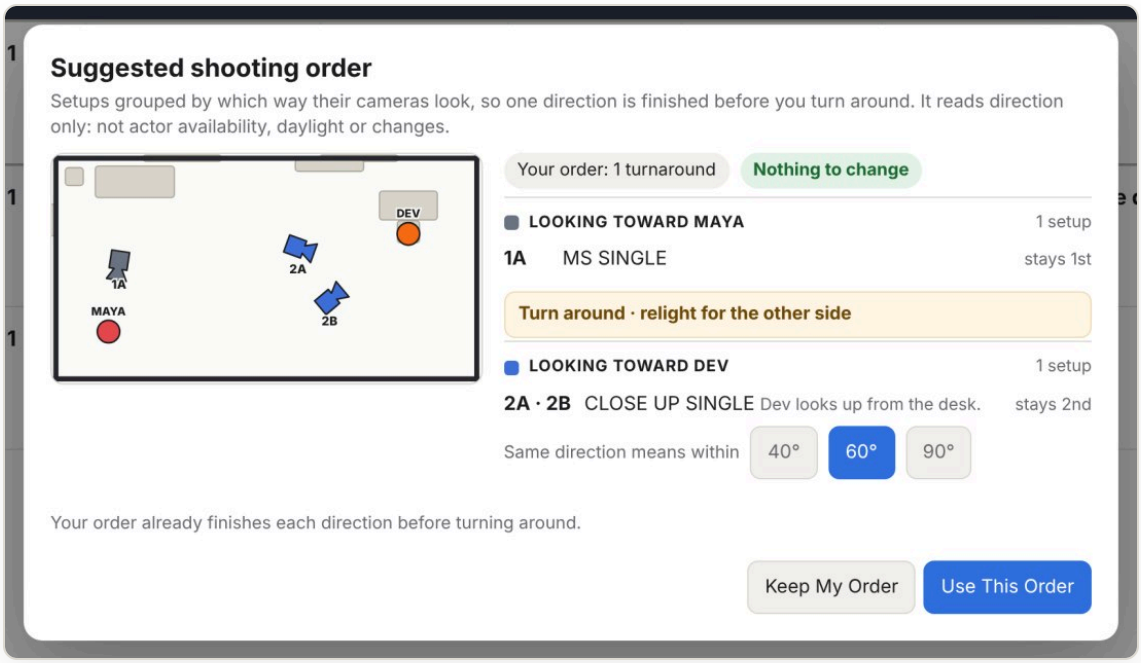
WHERE: Shot list ▾ › Shot Numbering..., and Renumber....

STYLE	WHAT IT MEANS
1A, 1B, 2A	Setup number and camera letter
1-A, 1-B, 2-A	The same, with a dash
A-1, B-1, A-2	Camera letter first
1, 2, 3	Every camera gets its own number
0001, 0002, 0003	Four-digit shot numbers
A, B, C	Every camera gets its own letter

- Versions can be numbered 1, 2, 3, lettered A, B, C, or I, II, III.
- **Renumber automatically** keeps the numbers in step when shots are added, moved or deleted.
- **Set as default** uses your choice for new scenes.
- **Renumber...** numbers the scene's shots in their current order, top to bottom. It can also reset camera letters to A, B, C in each setup.

Suggest Shooting Order

WHERE: Shot list ▾ › Suggest Shooting Order....



- It groups setups by which way their cameras look, so one direction is finished before you turn around.
- It tells you how many turnarounds your own order has.
- **Same direction means within** 40°, 60° or 90° sets how strict the grouping is.
- **Use This Order** reorders the list. **Keep My Order** leaves it alone.

> WHAT IT WILL NOT DO:
> It reads direction only. It does not know actor availability, daylight or changes.

Changing several shots at once

WHERE: **Select** on the Shot List tab. With cameras selected on the plan, press ⌘I.

1. Tap **Select** and tick the shots.
2. Tap **Change...**
3. Set only what should change, then apply.

Everything you leave alone stays as it is. A ⌘-click or Shift-click on a row picks it too.

Gear List and New Shot

- Shot list ▾ › **Gear List…** gathers the gear named in the Gear column, for this scene or the whole folder. **Copy List** or **Save as PDF** from there.
- Shot list ▾ › **New Shot…** adds a camera setup. It asks how many cameras and which color, the same as **+ Add camera setup** on the plan.

09

Scouting

Scout mode is for a location before it has scenes. You sketch the space, pin photos where you took them and place camera ideas. Then you link the location to its scenes.

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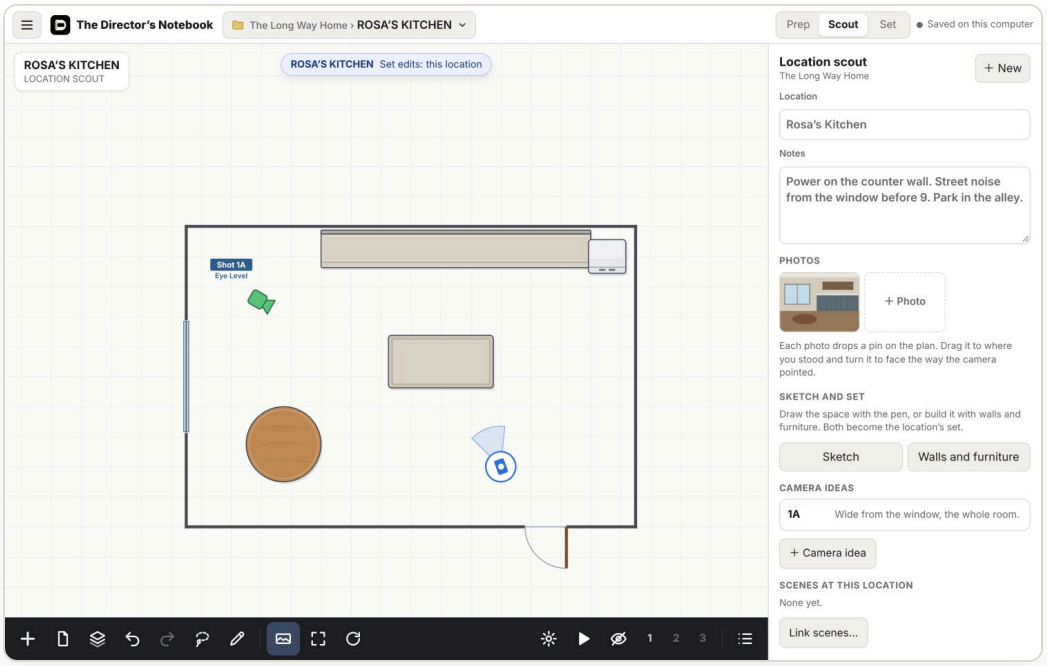
Start a scout

WHERE: **Scout**, beside Prep and Set at the top.

1. Tap **Scout**.
2. Type the **Location name**.
3. Tap **Start the scout**.



A scout under way. The photo here is a stand-in drawing.

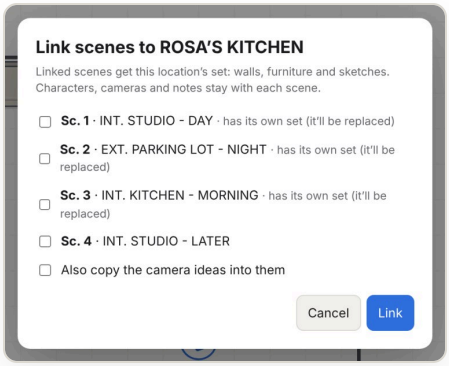
The tabs and the shot list step aside, and the scout's panel takes the right side. **+ New** starts another scout. Other scouts in the folder are listed at the bottom of the panel.

The scout's panel

PART	WHAT IT IS FOR
Location	The location's name. Change it here.
Notes	Access, parking, power, sound, light, restrictions.
Photos	+ **Photo** adds a picture and drops a pin on the plan. Drag the pin to where you stood and turn it to face the way the camera pointed. Tap a photo to see it large, give it a caption, or find its pin with **Show on plan**.
Sketch and set	**Sketch** draws the space with the pen. **Walls and furniture** builds it with the set tools. Both become the location's set.
Camera ideas	+ **Camera idea** places a camera. Drag it into place, turn it, and tap it to note the lens or framing.
Scenes at this location	The scenes you have linked. Tap one to go to it.

Link scenes

WHERE: **Link scenes…** at the bottom of the scout's panel.



- Tick the scenes that happen at this location.
- Linked scenes get the location's set: walls, furniture and sketches.
- Characters, cameras and notes stay with each scene.
- **Also copy the camera ideas into them** adds the scout's cameras to each scene as new setups.
- One Undo takes the link back.

> WHAT TO WATCH FOR:
> A scene that already has a set is marked "has its own set (it'll be replaced)". Linking it swaps that set for the location's.

A linked location works like the locations in Chapter 3. Change the set in one scene and the others follow.

10

On the Day

Set mode turns the plan into something to shoot from. Nothing on it can be moved by accident, and the panel beside it walks you through the shots.

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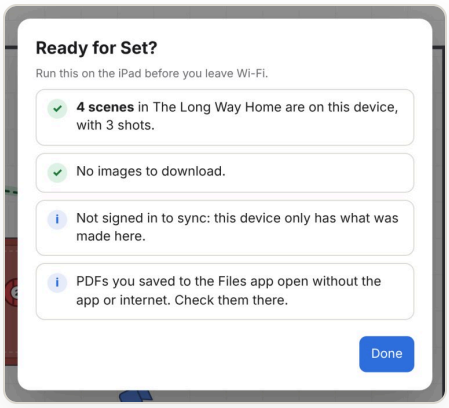
Before you leave Wi-Fi

WHERE: Menu › Sync & Backup › **Ready for Set Check…**. Set mode has a button for it too.



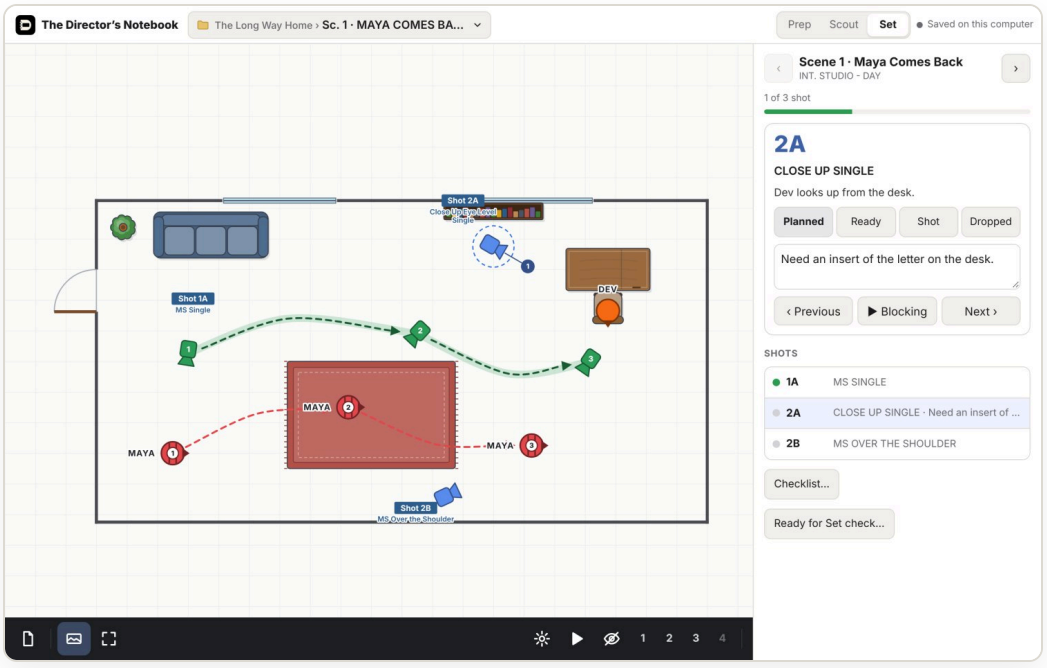
Run it on the iPad. It checks that:

- Every scene and shot in the folder is on this device.
- Every image has downloaded: storyboard frames, plans and photos.
- Everything made here has reached the cloud.
- The app will open without internet.
- On an iPad, the app is on the Home Screen, so the iPad keeps its saved data.

Anything that fails comes with what to do about it, such as **Download them now** or **Sync now**.

Set mode

WHERE: **Set**, beside Prep and Scout at the top.



Shot 2A is up. 1A is marked as shot.

What changes:

- The tabs and the editing tools are put away. Dragging on the plan only moves the view.
- The toolbar keeps Pages, Frames, Fit and the playback controls.

- The panel at the right takes the place of the shot list.

Working through the shots

PART OF THE PANEL	WHAT IT DOES
‹ and › at the top	Previous and next scene in the folder.
The progress bar	How many shots are done, and how many were dropped.
The shot card	The current shot: its number, size and type, description and storyboard frames.
Planned, Ready, Shot, Dropped	The shot's status. Tap one to set it.
The note	A note for this shot, such as an insert you still need.
‹ Previous and Next ›	Step through the shots. The arrow keys do the same.
▶ Blocking	Plays the blocking.
Shots	Every shot with its status. Tap one to jump to it. Tapping a camera on the plan does the same.
Strategy	Appears when the scene has Strategy notes. Tap to open them.
Checklist…	The scene's checklist, with how many items are open.

- The **Status** and **Notes** columns on the Shot List show what you marked here, once you turn them on.
- Tap **Prep** to go back to editing.

11

Printing and Sharing

PDFs for the crew, a picture or a video of the blocking, letterheads, and who is allowed to sync.

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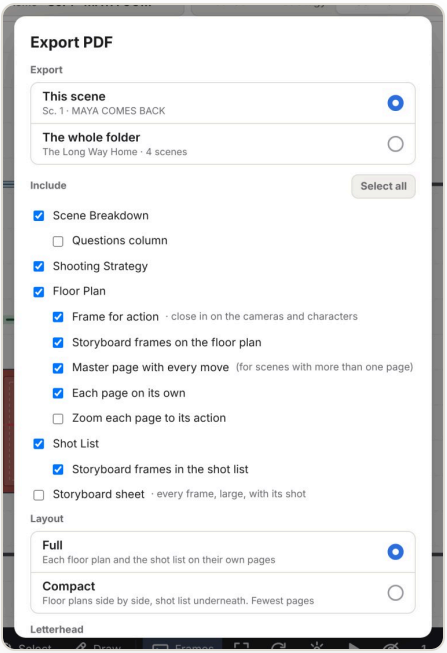
Productions & Letterheads 57

A picture of the page 58

The blocking as a video 58

Who can sync 58

Export PDF



WHERE: Menu › Export › Export PDF..., or ⌘P.

CHOICE	OPTIONS
Export	**This scene** or **The whole folder**.
Include	Scene Breakdown, Shooting Strategy, Floor Plan, Shot List and a Storyboard sheet. Tick any mix, or **Select all**.
Layout	**Full** puts each floor plan and the shot list on their own pages. **Compact** puts floor plans side by side with the shot list underneath, for the fewest pages.
Letterhead	The production whose logo and contact lines go at the top. The choice is remembered for the folder.
Header details	Episode, shoot day and shoot date for this scene. They are in Scene Info too.
Page orientation	**Landscape** or **Portrait**.

The parts have options of their own:

- **Scene Breakdown** can include the Questions column.
- **Floor Plan** can frame for the action, show storyboard frames on the plan, add a master page with every move, print each page on its own, and zoom each page to its action. Scenes with Night Look turned on get a Night Look option.
- **Shot List** can include storyboard frames. It prints the same columns as the screen, in the same order.
- **Storyboard sheet** prints every frame large, with its shot.

Two other PDFs are made elsewhere. The folder's Overview has its own **Export PDF...** for the view you are on, and the Gear List has **Save as PDF**.

Productions & Letterheads

WHERE: Menu › Export › Productions & Letterheads..., or **Set up...** in the Export PDF window.

- A production holds the logo, a note and the contact lines for the top of every exported page.
- Give each production its folders, and their scenes export with its letterhead.

A picture of the page

Menu › Export › **Download This Page as an Image** saves the plan you are looking at as a picture.

The blocking as a video

WHERE: Menu › Export › Save the Blocking as a Video..., or **Save as Video...** in a Time's menu.

- It records the page you are on, playing in real time. Keep the app open until it is done.
- The video is 1280 × 720, with the scene's name and the current Time across the top.
- It is saved as MP4 where the browser can make one, and WebM where it cannot.

> WHAT IT WILL NOT DO:
> It needs something that moves. Give a character or a camera a second position and set its Time first.

Who can sync

WHERE: tap the status at the top right › **Approved people...**

- With the lock on, only you and the people on the list can sync.
- Add each person's exact email. They tap **Create account** in the app with that email.
- Anyone else can still use the app. Their work stays on their own device.
- Removing someone stops their syncing. Their scenes stay on their devices.

> WHAT IT WILL NOT DO:
> Approving someone does not show them your scenes. Each account syncs its own work to its own devices. To hand someone your plans, send them the PDFs.

12

Reference

Where everything is, what travels between your devices, the limits worth knowing, and what is new.

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Where is it?

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Add walls, doors and windows	Add › Add Set...	3 · p. 17
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My Props	The menu for several selected pieces	4 · p. 27
Night Look	Layers	7 · p. 41
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Pages and blocking plans	The Pages button on the toolbar	5 · p. 31
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Storyboard frames	The camera's menu, or + Add frame in the Shot List	6 · p. 36
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Templates	Menu › This Scene	3 · p. 17
Track With	The camera's menu	6 · p. 36

The main menu is laid out in Chapter 1, with the full list of keyboard shortcuts. This guide opens from Menu › **The Guide**.

What syncs

Once you sign in, these travel to every device on your account:

- Scenes, with their sets, blocking, cameras and shots.
- The writing on the Breakdown and Strategy tabs.
- Images: storyboard frames, plans and scout photos.
- Folders, locations and scouts.
- My Props, and your choice of shot list columns.

These stay on the device where you made them:

- Earlier Versions, and the copies made with Save a Version Now.
- Anything too large to sync, which the Ready for Set check names. A very long sketch is the usual cause.

When two devices have both been working, new material from both is kept. Only when the same scene was changed on both does the newest change win.

Known limits

FEATURE	THE LIMIT
Import a Script	Reads the text inside a PDF. A scanned script has no text to read.
Import from Word	Cannot open the older .doc format. Save as .docx first.
Draw a Building	Roofs are flat or gable only.
Overhead from an Address	Knows outlines, not what is on a lot. Tested with New Jersey addresses.
Set from a Director's Plan	Reads square-on walls only. Does not read which way a piece faces, and misses some doors and chairs.
Track With	Leading rides ahead and to the side. Dragging the camera yourself unlinks it.
Sun & Shadows	Shadows use typical heights, and only for what is on the plan.
Suggest Shooting Order	Reads camera direction only.
The blocking as a video	Needs at least one move with a Time set.
Earlier Versions	Kept on one device. They do not sync.
Approved people	Lets someone sync their own work. It does not share yours.

What's new

Added in November 2026:

- **Clear Moves** starts the blocking over and keeps the set. Chapter 5.
- **Draw the Walk** turns a freehand line into a move. Chapter 5.
- **Draw a Building** makes a building with walls and a roof from its outline. Chapter 3.
- **Track With** makes a camera travel with a character. Chapter 6.
- **Set from a Director's Plan** reads an art department plan into walls, doors and furniture. Chapter 3.
- New pieces: Washer, Dryer, Vending Machine, Cell Bunk, L-Shaped Counter and the Plain Shape. Chapter 4.
- Eight built-in templates were reworked, among them Parking Lot and Street Corner. Copies you have not edited update by themselves. Chapter 3.