

STORYBOARD & FLOWCHART

In multimedia production, the *storyboard* contains information on graphics, video, sound, text, audience interaction, color, type fonts, type size, etc. In other words, everything necessary for the production team members to do their jobs — but it doesn't have to be a work of art. The *flowchart* visually represents the sequence of events in the multimedia title as well as what the user will “do” (if anything) and what will happen when they’ve done it. Together, the storyboard and flowchart present the production team with a “blueprint” of the *nonlinear* multimedia title. It is usually understood that, until the project is completed, both the storyboard and the flowchart are *works in progress* and will change over time as the production team work through the details of the project — and that’s OK!

✓ Assignment

Students, working in pre-arranged teams of four (4), will collaborate on designing a storyboard and flowchart for their assigned component of the course's multimedia project.

✓ Storyboard Checklist

- 1) Title page to include the following:
Date of Storyboard
Project Title: Don't make the title too long or enigmatic
Brief Description: One or two sentence statement about the project
Submitted By: Names of the production team members
- 2) A storyboard for each page, screen, or frame.
- 3) Each storyboard is numbered.
- 4) All relevant details (color, graphics, sound, font, interactivity, visuals, etc.) are indicated.
- 5) All text or narration is included and cross referenced with its corresponding storyboard number (NOTE: narration/text for individual storyboards may be written on a separate page, but must reference the corresponding storyboard number).

✓ Flowchart Checklist

- 1) All major elements of the project are indicated.
- 2) The elements are clearly labeled.
- 3) Sequence of elements is clear and there are no gaps or dead ends.
- 4) Sequence of elements is logical from user's point of view.
- 5) Flowchart symbols are used correctly (see next page for proper format).

➡ **Check Due Date on Syllabus — Must be in my office by 5:00 p.m.**

COMMONLY USED FLOWCHART SYMBOLS

SYMBOL	USE
	<p>Start & End This symbol is used to indicate both the beginning and the end of your program.</p>
	<p>Graphic/Text This symbol indicates individual content for screens, pages, or frames.</p>
	<p>Decision This symbol is used when there is interactivity between your audience and the program. It is usually in the form of a yes/no question, with branching flow lines depending upon the answer.</p>
	<p>Place Marker This is a place marker. If you have to go to another line or page with your flowchart, this symbol is numbered and put at the end of the line or page. It is then used at the beginning of the next line or page with the same number so a reader of the chart can follow the path.</p>