

No. F. 3-9/2017-18/Estt/CIET/ 8450  
CENTRAL INSTITUTE OF EDUCATIONAL TECHNOLOGY  
National Council for Educational Research and Training  
Sri Aurobindo Marg, New Delhi – 110016

(Establishment Section: CIET)

Dated: 27.1.2020

Reference advertisement No. F. 3-9/2019/CIET in Employment News dated 2-8 November, 2019, the detail scheme of examination/syllabus of following posts is hereby enclosed.

<u>S. No</u>	<u>Name of Post</u>
1	Film Producer
2	Sound Recordist Grade-1
3	T.V. Producer Grade-1
4	Assistant Engineer Gr. 'A'
5	TV Producer Grade-II
6	Script Writer
7	Cameraman Grade II
8	Engineering Assistant
9	Audio Radio Producer Grade III
10	TV Producer Grade-III
11	Field Investigator
12	Technician Grade-I
13	Floor Assistant
14	Film Assistant
15	Photographer Grade-II
16	Electrician
17	Lightman
18	Dark Room Assistant
19	Carpenter
20	Film Joiner

*P. Gianey*  
(Premilata Gianey)  
Under Secretary  
28/1/2020

Copy to:

- ✓ 1. Head, DICT&TD, for uploading the same upon website of NCERT
2. Head, MPD, CIET
3. DS, E-III Section, NCERT for information and completion of other formalities
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*28.1.2020*

Lab 201

*3/13/DICT*  
*28/1/2020*

## **Film Producer**

### **Syllabus covers the following:**

1. Introduction and history of Film and Television
2. Presentation formats used for film and television production  
Story/Dialogue/Drama, documentary, features, interviews panel discussion  
docu- drama etc.
3. Writing of scripts/story boards for film/video programme production
4. Planning film or Television programme/Production
5. Knowledge of steps followed for Film /Video Production
6. Shooting/ Recording (indoor & outdoor)
7. Post Production
8. Innovative/recent Techniques followed for indoor film and video Programme  
production
9. Direction of film /video production: Basic shots, composition of shots etc.
  - Film making
  - Screen writing
  - Documentary film making
  - Editing

### **The Scheme of Examination**

	<u>Max. Marks</u>	<u>Max. Time</u>
1. Theory	100	60 Minutes
2. Interview	50	-

#### Note:

1. The Test paper shall be objective and short answer type in nature (Pen and Paper based) and the medium of the test will be both Hindi and English
2. Qualifying marks for theory (written) test is 35% marks (minimum). It is mandatory to qualify each test.
3. Overall merit shall be prepared on the basis of marks obtained in theory and interaction/interview
4. candidate who qualifies in theory/written test shall be called for interaction/interview
5. Shortlisted Candidates would be asked to submit the documents in support of their claim for the posts. Their documents will be scrutinized and those Candidates who fulfil all the eligibility conditions of the posts shall be called for interaction/interview.

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## **Sound Recordist Grade-I**

### **Syllabus covers the following:**

1. Basics of audio/Radio production:
2. Good sense of acoustics sound for recording, for digital recording for spoken words and music. (vocal and instrumental both).
3. Knowledge of sound mixer of at least 32 channels and knowledge of different kinds of microphone, 10 used for either of drama or music. (Audio & Video both)
4. Acquaintance with the different software applied/used in audio/ radio and video recording.
5. Performance and measurements of audio/radio and video equipment's used for production and post-production of programme.
6. Must have knowledge of appropriate used of different sound patterns by using available facilities of digital and analogue mixers/ equipment's.
7. Must have acquaintance with acoustic treatments in sound/TV studios.

### **The Scheme of Examination**

	<u>Max. Marks</u>	<u>Max. Time</u>
1. Theory	50	60 Minutes
2. Skill Test	50	-
3. Interview	50	-

**Note:**

1. The Test paper shall be objective and short answer type in nature (Pen and Paper based) and the medium of the test will be both Hindi and English
2. Qualifying marks for theory and skill test is 35% marks (minimum). It is mandatory to qualify each test.
3. Overall merit shall be prepared on the basis of marks obtained in theory, skill test and interaction/interview
4. candidate who qualifies in theory/written test and skill test shall be called for interaction/interview
5. Shortlisted Candidates would be asked to submit the documents in support of their claim for the posts. Their documents will be scrutinized and those Candidates who fulfil all the eligibility conditions of the posts shall be called for interaction/interview.

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## TV Producer Grade- I

### Syllabus covers the following:

- History of Television Production Media message combination
- Media selection and Formats of presentation for TV medium
- Preparation of Audience profile
- Program production structure
- Cognizing/conceptualizing the video scripts
- Process of TV programme Production
- Total Quality Management, Camera composition, Panel discussion, development of story board, editing, sensitivity and spontaneity of the producer for every systemic element
- Information and communication technology (ICT) in education
- Use of graphics and animation and illustrations in TV programming.
- Use of Montage
- Research and selection of resources- material, copyrighted material
- Use of Chroma key techniques and Virtual sets
- Knowledge of virtual studio in creating virtual set
- Ethical, gender, environmental constitutional, cultural issues related production, specifically in educational video production.
- Knowledge of Right to Education Act
- Linear and nonlinear editing and special effects
- High Definition and Standard Definition formats
- Set designing concepts and relevance
- IPR and copyright issues
- Effective use of Music and sound effects

### The Scheme of Examination

		<u>Max. Marks</u>	<u>Max. Time</u>
1.	Theory	100	60 Minutes
2.	Interview	50	-

### Note:

1. The Test paper shall be objective and short answer type in nature (Pen and Paper based) and the medium of the test will be both Hindi and English
2. Qualifying marks for theory (written) test is 35% marks (minimum). It is mandatory to qualify each test.
3. Overall merit shall be prepared on the basis of marks obtained in theory and interaction/interview
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