

Video Storyboard Template

STORYBOARD

[Project name]

[Version / date] [Aspect ratio] [Target duration]

Choose the layout you need

Slide 2: Two shots for detailed discussion.

Slide 3: Six shots for pacing and printing.

Slides 4–5: Shot notes and production resources.

The last two slides show a fictional text example. Replace all examples and prompts. Keep shot IDs consistent across slides. Update timing and version details when revising.

Two-Shot Review

Two large frames with corresponding notes

Insert storyboard image

Insert storyboard image

Shot 01 Time: [Enter]

Visual / action: [Enter]

VO: [Enter / none] Text: [Enter / none]

Sound / notes: [Enter]

Shot 02 Time: [Enter]

Visual / action: [Enter]

VO: [Enter / none] Text: [Enter / none]

Sound / notes: [Enter]

01 Time: ____

Insert storyboard image

Visual / action:
Voiceover / text:

02 Time: ____

Insert storyboard image

Visual / action:
Voiceover / text:

03 Time: ____

Insert storyboard image

Visual / action:
Voiceover / text:

04 Time: ____

Insert storyboard image

Visual / action:
Voiceover / text:

05 Time: ____

Insert storyboard image

Visual / action:
Voiceover / text:

06 Time: ____

Insert storyboard image

Visual / action:
Voiceover / text:

Shot Detail Table

Use the same shot IDs as the image slides

Shot / time	Action / shot size	Voiceover / text	Sound / notes
01 / [Enter]	[Enter]	[Enter / none]	[Enter]
02 / [Enter]	[Enter]	[Enter / none]	[Enter]
03 / [Enter]	[Enter]	[Enter / none]	[Enter]
04 / [Enter]	[Enter]	[Enter / none]	[Enter]

Total: [Enter] Continuous timings: [Enter] Product evidence: [Enter]
Shot size means how close or wide the view is. List relevant requirements; the crew can advise on the rest.

Scene and Cast Resources

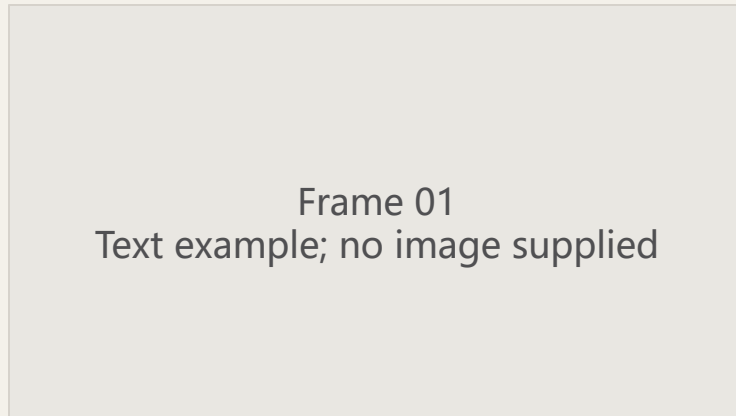
Cast, wardrobe, locations and props

Category / ID	Details / source	Shot IDs	Provider / status
Cast / [Enter]	[Enter]	[Enter]	[Enter]
Wardrobe / [Enter]	[Enter]	[Enter]	[Enter]
Location / [Enter]	[Enter]	[Enter]	[Enter]
Props / [Enter]	[Enter]	[Enter]	[Enter]

Label images as actual photos, references or concept previs.
Pair scene previs with the actual location photo. Record the source and permitted use.

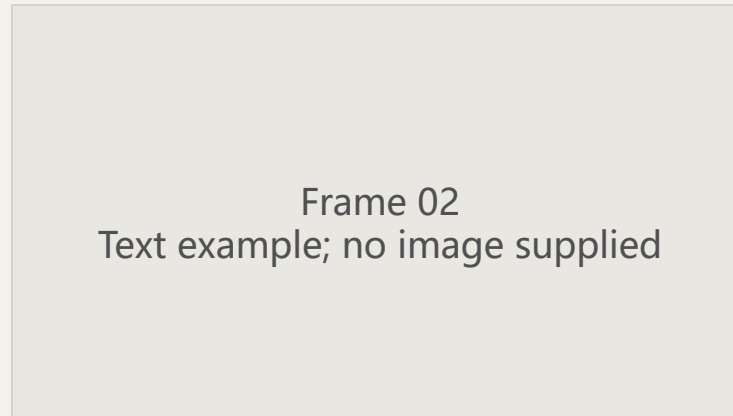
Fictional project · 30-second text example

01 00–04s



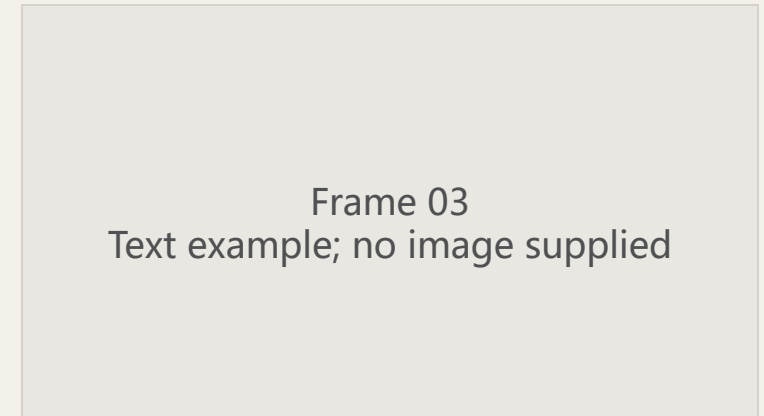
A hand searches the desk for a pen.

02 04–09s



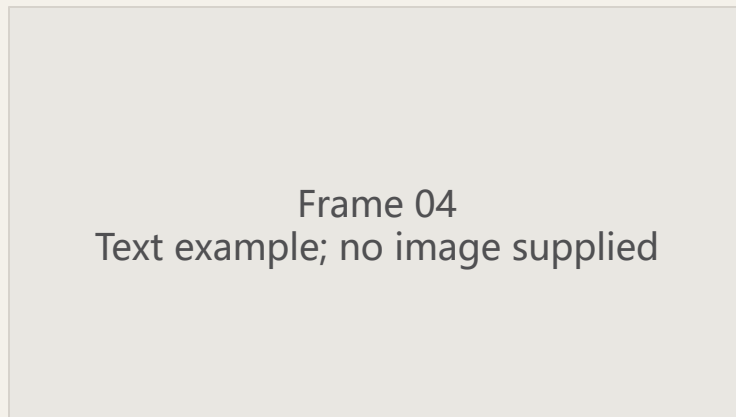
Place everyday items in the organiser.

03 09–14s



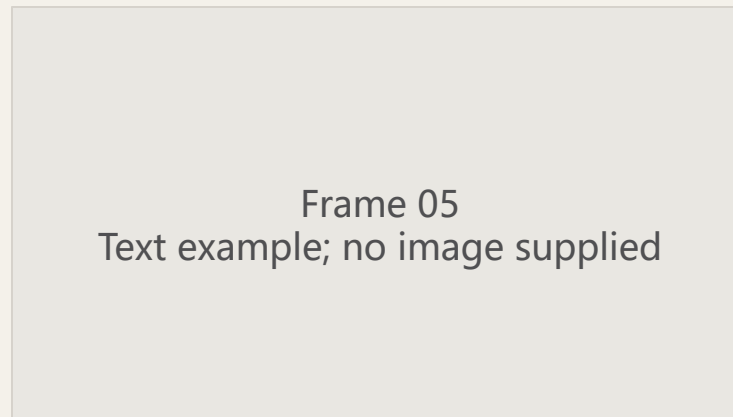
Show where the pen, notes and earphones go.

04 14–20s



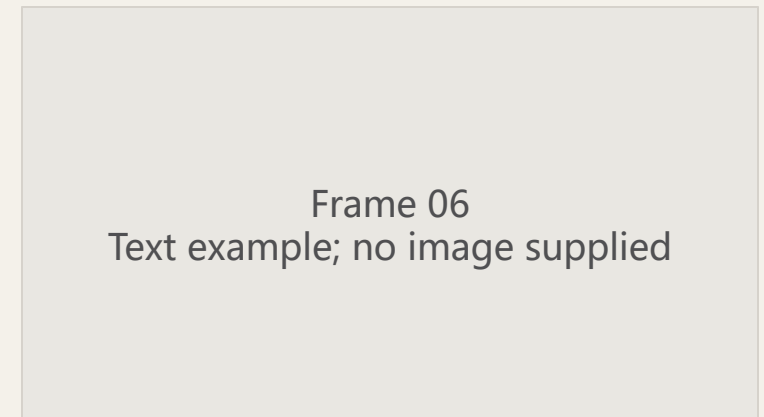
Take out the pen and continue writing.

05 20–25s



Show the tidy desk from the same camera position.

06 25–30s



Full product view and brand end frame.

Example Shot Details

Fictional project · Same desk and items · 30 seconds total

Shot / time	Visual and action	Voiceover / text / sound
01 / 00–04s	Close-up: a hand searches the desk for a pen.	No VO or text; soft paper sounds.
02 / 04–09s	Medium shot: place items in the organiser.	No VO or text; objects touch the desk.
03 / 09–14s	Detail: a place for the pen, notes and earphones.	Text: Everyday items, within reach.
04 / 14–20s	Medium shot: take the pen and continue writing.	No VO or text; writing sounds.
05 / 20–25s	Locked shot: reveal the organised desk.	No VO or text; continue the ambience.
06 / 25–30s	Full product view with space for the brand end frame.	Text: See dimensions and accessories.

No client assets are used. Add images, verified product information and confirmed production conditions before filming.