

Screen Guilds of Ireland  
**Competency Framework**

**DIT**  
Department



**Fís Éireann**  
Screen Ireland



Color Wheels

Primaries Wheels

Scope

Lift

Gamma

Gain

Offset



0.00 0.00 0.00 0.00

0.00 0.00 0.00 0.00

1.00 1.00 1.00 1.00

25.00 25.00 25.00

1 2 Cont 1.000 Pivot 0.000



# DIT Department

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## Roles

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1. Digital Imaging Technician
2. Data Wrangler/Manager

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# Digital Imaging Technician (DIT)

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The role of a Digital Imaging Technician varies depending on the scale of a production. The DIT role has become essential in relation to the continuing evolution of digital cameras. The Digital Imaging Technician provides technical assistance to the DOP and Camera Department in achieving the desired “look” of the digital image. The DIT will have a broad knowledge of the capabilities and limitations of digital camera systems; their workflows, sets up recording formats and outputs necessary for manipulating the digital image and colour correction. On set they work closely with the camera department to relay information from the DOP to the Camera Department and ensure the colour pipeline is maintained throughout the duration of production through to post-production. They monitor and verify the digital image capture on set and notify the DOP of any issues such as unwanted shadows, poor focus or lens problems. The DIT will arrange supply and distribution of all recording media, hard drives and hardware and are responsible for the management of rushes for the Camera, Sound and VFX departments. As well as checking the integrity of the footage they will provide an archive of reports, checksums and Look Library should they be required in post. A Data Manager may be required to work alongside a Digital Imaging technician or to provide independent data management services, depending on a production’s scale and insurance policy.

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## Key tasks:

1. Manages on-set image quality control and colour correction by providing technical support to the cinematographer and advising on the various capabilities and limitations of the digital camera systems selected for use, in order to achieve the production's desired "look".
  2. Manages the production's Digital Imaging workflow through to post-production.
  3. Works closely with the Camera Department to determine the camera's menu settings, recording format & output for the duration of a production.
  4. Ensures that all camera and audio rushes are handled correctly.
  5. Supplies an archive of reports, checksums and Look Library should any of them be required during the post-production process.
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## Task statements

### Task statement 1:

**Manages on-set image quality control and colour correction by providing technical support to the cinematographer and advising on the various capabilities and limitations of the digital camera systems selected for use, in order to achieve the production's desired 'look'.**

#### Associated activities

- ✓ Liaises directly with the cinematographer to achieve the desired look by providing technical assistance on the digital camera systems in use in order to create first pass colour and on set look/LUTs.
- ✓ Works in close collaboration with the Camera Department, ensuring the vision of the DOP is carried through.
- ✓ Monitors and verifies the image capture with the cinematographer on set.
- ✓ Supplies an archive of reports, checksums and Look Library should any of them be required during the post-production

### Task statement 2:

**Manages the production's Digital Imaging workflow through to post-production.**

#### Associated activities

- ✓ Liaises with production on budgets, formats, dailies provider, etc.
- ✓ Establishes a clear line of communication with post-production/dailies providers.
- ✓ Ensures standards are maintained and that the integrity of the footage is secure.
- ✓ Manages the distribution of recording media for the cameras and ensures that there is an adequate supply on a daily basis.
- ✓ Ensures the necessary back ups and verifications take place.
- ✓ Ensures an efficient method of transcoding footage for delivery to editorial on schedule.
- ✓ Manages the syncing of audio, colour correction and format delivery as per the production's workflow requirements.

### Task statement 3:

**Works closely with the Camera Department to determine the camera's menu settings, recording format, and output for the duration of a production.**

#### Associated activities

- ✓ Has extensive knowledge of the cameras systems in use on a production.

## Task statement 4:

**Ensures that all camera and audio rushes are handled correctly.**

### Associated activities

- ✓ Liaises with the 2nd AC and the Sound Mixer when best to reload and break rushes throughout the day.
- ✓ Ensures cards are in protective cases, labelled accordingly and stored securely when moving around set or from location to location.
- ✓ Uses authenticated transfer software verification such as MD5 or xxHash.
- ✓ Makes a minimum 2x copies and at least a 3rd copy where necessary.
- ✓ Recycles and reuses cards once verified from post-production and given the all clear.

## Task statement 5:

**Supplies an archive of reports, checksums and Look Library should any of them be required during the post-production process.**

### Associated activities

- ✓ Compiles a daily volume of clip reports and shooting day reports in PDF format to be sent with rushes and/or to production as required.
- ✓ Submits a MD5 or xxHash checksum verification file with rushes, as proof that it was transferred correctly.
- ✓ Exports Look Library to editorial so they have access to the CDL metadata.

## Technical competencies

Area	Indicators	
<b>Extensive knowledge of Camera systems</b>	✓	Is familiar with the ever evolving and changing digital camera systems and their workflows
<b>Maintains the exposure and colour baseline</b>	✓	Has a strong understanding of basic exposure metering, from lens T stops to filters and colour correction
	✓	Has a good understanding of highlights, lowlights and skin tones
<b>Secure the digital audio recorded by the external digital audio recorder operated by the Production Sound Mixer.</b>	✓	Is familiar with different formats Sound Mixers record to and basic understanding of their common folder structures and track labelling
<b>Manage the workflows, recording formats, set-ups and output of the digital camera systems</b>	✓	<p>You are familiar with the camera menu system and knowing the various functions and sub menus within it</p> <p>You can select the appropriate recording formats as and when required</p> <p>You demonstrate a good understanding of mixed formats from different sources and what is suitable for the production: Arri Alexa with iPhone footage and/or GoPro footage</p>
<b>Manage budgets, formats, dailies provider</b>	✓	You know the costs of drives and how to estimate the quantity required over a shooting period
	✓	You know the size of formats and how best to calculate approx. amount of drives required
	✓	You have established a good working relationship with the dailies lab or post-production company to help problem solve issues as you work through the production
<b>Ensure the integrity of the footage is secure</b>	✓	You have a good knowledge of file copying software and different verification systems such as MD5, xxHash and how to set up drives and store footage securely on them, such as Raid 5
<b>Handling camera and audio rushes</b>	✓	
	✓	You can make multiple copies of them so ensure their security and integrity
	✓	Liaising with production and post-production so that the workflow pipeline is secure and established and there are no delays or issues
<b>Knowledge of who's who on set</b>	✓	Has a thorough understanding of who is who, who to go to for particular issues
<b>Health and Safety Competency</b>	✓	Has read and can understand the H&S Statement and knows what applies to the DIT Department
	✓	Has shown ability to follow Health and Safety protocols on set and location

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# Data Wrangler/Manager

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The Data Manager works under the direction of the DIT, setting up and breaking down the equipment over the course of the shooting day and contributing to the efficient running of the data management workflow. Their main responsibilities are providing a verified copy of the footage throughout the day, setting up a download workflow that functions for all parties while making multiple copies as required and quality control checking this material for any anomalies and issues that may need addressing. They will work closely with the DIT and apply the LUTs they provide so that the rushes match what has been shot and monitored on set before sometimes making small colour correction adjustments and transcoding this footage for upload, or to present on a hard drive to editorial. Their role expands and contracts with the needs of the production and the level of their experience. A good Data Manager is reliable, quick, has a good knowledge of computers and the appropriate software, and has a good ability to communicate.

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## Key tasks:

1. Provides a verified copying procedure so that all rushes are copied and maintained safely.
  2. Sets up a downloading workflow that functions for all parties, such as folder naming, format and verification procedures.
  3. Orders and maintains the most efficient drives for the job.
  4. Checks the integrity of the copied footage once it has been received from the Camera Department.
  5. When necessary, provides transcodes and uploads with minor colour corrections.
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## Task statements

### Task statement 1:

**Provides a verified copying procedure so that all rushes are copied and maintained safely.**

#### Associated activities

- ✓ Works closely with the DIT to ensure all the material is handed safely to them and then downloaded to the correct drives.
- ✓ Uses the appropriate software to copy the footage and ensure they have the correct and most suitable card readers and drives for the production.
- ✓ Is able to identify any issues when copying material.
- ✓ Knows how to proceed should a copying procedure fail or require repeated attempts.

### Task statement 2:

**Sets up a downloading workflow that functions for all parties, such as folder naming, format and verification procedures.**

#### Associated activities

- ✓ Liaises with production on budgets, formats, dailies provider, etc.
- ✓ Establishes a clear line of communication with post-production/dailies providers.
- ✓ Ensures the integrity of the footage is properly maintained and secure.
- ✓ Manages the distribution of recording media for the cameras and ensures that there is an adequate supply on a daily basis.
- ✓ Ensures that all camera and audio rushes are handled correctly.
- ✓ Ensures the necessary backups and verifications take place.
- ✓ Ensures an efficient method of transcoding footage for delivery to editorial on schedule.
- ✓ Manages the syncing of audio and colour correction and format delivery as per the production's workflow requirements.

### Task statement 3:

**Orders and maintains the most efficient drives for the job.**

#### Associated activities

- ✓ Liaise with production on the budget, schedule, shoot duration and calculate daily and weekly shooting ratios.
- ✓ Liaise with editorial and post-production regarding drives and reusing/recycling where necessary.

### Task statement 4:

**Checks the integrity of the copied footage once it has been received from the Camera Department.**

#### Associated activities

- ✓ Observes and evaluates the footage throughout.
- ✓ Is able to identify any technical issues within the footage.
- ✓ Is able to identify any creative choices that affect the quality of the footage.
- ✓ Does a full quality control check on the footage and draft a report indicating any observations.

### Task statement 5:

**When necessary, provides transcodes and uploads with minor colour corrections.**

#### Associated activities

- ✓ Uses the appropriate software to transcode the footage to the desired format as requested by editorial/post-production.
- ✓ Applies the LUT(s) provided so that the transcoded material is the same as what the DIT and DP are monitoring on set.
- ✓ Uses their initiative and skills to make minor colour corrections where necessary.
- ✓ Assists the DIT in matching colour and tone on material that comes from multiple and different sources/formats.
- ✓ Ensures they have the most appropriate software and hardware for uploading material where applicable.
- ✓ Manages the time and duration of uploads so that footage is available as agreed with post-production on a regular consistent basis.





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