

Key Subject and Preparation Needs for planning of site-visits and meetings World Rowing Beach Sprint and World Rowing Coastal Championships Shenzhen and Hong Kong:

1. Basic Presentation of project tasks and responsibilities:

- Definition of production approach
- Definition of content to be delivered
- Definition of key stakeholders for the project

2. Venue related Tasks:

- WRP EP to inspect all production and logistic related points of interest along the venue: proposed camera positions on land; boat travel along course and turning points; start-and finish area; awards position; TV-Compound position; event related logistics positions (timing, media-room, etc.); antenna and lift arm positions;
- Get an understanding for promotional points of interest, grandstands and branding possibilities surrounding the venue
- Get an understanding for athletes logistic and warm up sections around the venue
- Explore basic venue conditions for drone and wireless RF setup and operation

3. Technical production setup definition (EP):

- Definition of all required camera-positions and logistic surroundings along the course on land
- Definition of all required camera-positions and logistic surroundings along the course on water
- Basic cabling setup needs and definition of signal length to the different positions
- Definition of RF transmission requirements along the venue (including looking at potential frequency range and allowance limitations along the venue)
- Define related technical basic requirements in the TV compound
- Define OB van specifications for the production (EVS, Intercom, Commentary audio, video-monitors, etc.)
- Define specifications and workflow of gyro stabilized camera equipment on the boats
- Integration of Swiss Timing Live Graphics
- WRP core creative crew workspace needs in the OB-Van
- Signal Workflow for live-signal distribution (streaming + broadcast)
- Integration of Live Drone Signal
- Integration of WRP onsite video editing unit for News and Clips

4. Logistic Requirements LOC definition:

- TV compound: position, main power, dimensions, additional production containers, fencing, etc.
- Security on all TV production facilities along the venue
- On land camera support logistics: camera scaffolding, scissors-lifts, platforms, etc.
- Water cameras support logistics: gyro cameras boats, drone-operational boats, fixations for other on water mounted cameras

- Internet provision in the TV compound (live-streaming, file-upload, general purpose)
- General venue access for production crew
- Crew catering onsite
- Discuss local situation on authorities support for infrastructure and allowances (RF frequencies, drone-operation, etc.)

5. Production Crew Definition:

- Basic definition of technical production crew required
- Basic definition of creative production crew required
- Definition of special gear operational crew required (gyro cameras, live drone, RF transmission, etc.)
- What can be sourced locally – what needs to be sourced externally
- Definition of WRP provided creative and coordinative crew

6. Budget Definition:

- Discuss all general aspects and components that build the budget
- Which costs relate locally (or can be sourced locally) – which related external
- Which costs will relate to WRP/QM
- Timeline to confirm final budget

7. Definition of rough Production timing:

- Timeline for Preparation needs
- Onsite Production timing
- First Draft of Streaming and Broadcast Timing (based upon event schedule)

8. First Meetings with potential local production and broadcast partners:

- Integrate technical partners with the site-visit and requirement overview
- Discuss a potential broadcast strategy with or without production involvement with local TV stations and/or digital streaming platforms
- Outline technical RFO for production provision
- Describe potential distribution scenario out of the Canada experience

9. Broadcast Production and Commercial Possibilities:

- Outline of media success and audience results from Canada
- Branding and bannerizing possibilities to integrate local sponsors
- LOC to explain proposed commercial aims and planned media strategies
- If possible, talk to potential commercial partners
- WRP to outline right situation with broadcast and other media content covered