SKILLTECH ACADEMY / PRACTICAL AI GUIDES

BOOK 10

Plan Better Videos with AI

SHORT

30 seconds

TUTORIAL

3 minutes

Write clear scripts, storyboard useful shots and prepare a realistic production plan.

6 tutorials / 18 prompts / 10 teaching figures

Two authored text plans for your own production

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START HERE

Plan the video before you produce it

A useful video plan connects a viewer outcome with the words, pictures and time needed to teach it. A convincing script can still fail when a hand covers the label, a step happens off camera or the narration leaves no room for the action.

This book builds one short demonstration and one longer tutorial from the same fictional paper task board. You will write a brief, a script, storyboard descriptions, a shot list and review records. The examples are authored teaching references, not captured ChatGPT replies.

How to practise

1. Read the source pack and exact-label register. Replace each prompt source selector with the complete requested notes.

2. Use a fresh chat for an independent exercise. Keep actual replies and revisions separate from the authored reference direction.

3. Read the narration aloud while performing or miming each action. Record the measured time; a word-count estimate is only a starting assumption.

Examples are fictional and authored, not ChatGPT transcripts. Check replies against the supplied sources. These text exercises need no API setup. This is a video-planning guide. The two supplied text plans are not recorded videos; measure narration and actions during your own rehearsal.

FICTIONAL SOURCE / B

Choose one beginner and one result

B01 Cedar Desk Learning is a fictional teaching project. Nandi prepares the draft; Jo reviews the exact intended version. No actual approval or publication is supplied.

B02 Chosen reader: an adult beginner who wants to see one small action move through a simple paper task board. This audience choice is not audience research or a tested learning result.

B03 Short-video outcome: show a three-column board, two starting cards and the first card moving into Doing. Long-tutorial outcome: show that first practice action completed before its card moves into Done.

B04 The only chosen next action is Make one practice board. No product price, booking, website, email address, sales claim or account action is supplied.

A narrow example is useful

The board is simple so the video-planning decisions remain visible. You can later replace it with your own factual process, but check the steps and permissions again rather than copying claims from this practice project.

Keep the demonstration states consistent

T01 Draw three columns, left to right: To do, Doing, Done. Keep those words visible and in that order.

T02 Use exactly two practice task cards: Label a folder and File a note. These describe fictional demonstration actions, not real customer work.

T03 Begin with both task cards in To do. Doing and Done are empty at the start of the demonstration.

T04 Choose Label a folder and move that card from To do into Doing before beginning that practice action. File a note stays in To do.

T05 For the long tutorial, write Practice notes on a blank label and attach it to a blank folder. Only after that visible practice action is complete may Label a folder move from Doing into Done.

T06 Short ending: Label a folder is in Doing and File a note is in To do; do not show completion. Long ending: Label a folder is in Done, File a note remains in To do and Doing is empty. Neither version claims measured productivity gains.

FICTIONAL SOURCE / V

Plan pictures you can actually capture

V01 Plan an original overhead hands-and-props demonstration with no faces, customer records, screens, third-party logos or stock footage. An actual recording and any participant permission remain unrecorded.

V02 Chosen props: a plain board or sheet, two practice task cards, a blank folder, a blank label and a dark marker. No app, automation, specialist camera purchase or software subscription is required by this paper exercise.

V03 Use dark, legible writing on a plain light surface. Keep labels and the moving card readable in the intended display. No universal platform safe area or tested phone legibility is supplied.

V04 Plan a steady overhead medium shot for the board and close views for small labels or the folder action. Actual focus, exposure, framing and whether a hand hides a label must be checked in recorded footage.

A shot description is a request for a future recording. Naming a close view does not prove that the writing is sharp or the camera is steady. Keep those observations for the actual file.

FICTIONAL SOURCE / A

Separate script text from recorded sound

A01 Plan one English narrator for the exercise. Nandi is a fictional role, not an existing voice recording. No synthetic voice, cloned voice, performed read-through or audio track is supplied.

A02 No music is planned. No third-party music licence or other asset permission is supplied. If a recorded non-speech sound carries meaning, decide its caption wording after listening to the actual audio; do not invent a sound event.

A03 Caption wording prepared from the script is a draft. Match it against the actual spoken recording, correct errors and synchronize it with the edited video before treating it as checked captions.

A04 Plan a descriptive transcript with narration and meaningful visual actions or labels. Its final accuracy requires checking the actual finished audio and visuals; a script alone is not a final transcript.

A draft script, a recording transcript and synchronized captions answer different questions. Keep their filenames and review statuses distinct so a planning document is not mistaken for checked media.