Media Project Planner

Plan clear music presentations and keep project files ready to share.

Name _____ Date _____

Read each diagram. Write a brief answer on the lines below it.

1. Introduce first; practice last. Write the card order.

A	B	C
Hear example	Name the idea	Try the pattern

2. The caption should appear with the clap. Move it how far?

Event	Start time
Clap	3 s
Caption: CLAP	4 s

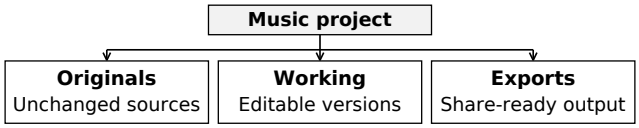
3. Which card has stronger text contrast for projection?

A	B
Keep the beat	**Keep the beat**

4. Keep v02 unchanged. Name the next numbered working version.



5. An edit damaged the working recording. Where is the unchanged source?



6. The image link broke after the move. Which path repairs it?

Project expects	File now at
assets/drum.png	images/drum.png

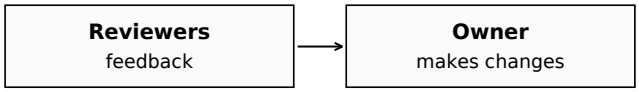
7. Use approved assets only. Which clip is ready for this task?

Asset	Source saved?	Use approved?
Clip A	Yes	Yes
Clip B	Yes	Unknown

8. The record needs title, creator, source, and use note. What is missing?

Title	Creator	Source	Use note
Drum photo	[blank]	Link saved	Approved

9. Reviewers give feedback, but cannot edit. Choose their access.



10. A shared copy may reveal hidden pages. What should happen to page 2?

Page 1	Page 2: hidden
Music overview	Private names

Media Project Planner

Plan clear music presentations and keep project files ready to share.

ANSWER KEY Equivalent brief wording is acceptable.

Read each diagram. Write a brief answer on the lines below it.

1. Introduce first; practice last. Write the card order.

A	B	C
Hear example	Name the idea	Try the pattern

B, A, C.

2. The caption should appear with the clap. Move it how far?

Event	Start time
Clap	3 s
Caption: CLAP	4 s

1 second earlier.

3. Which card has stronger text contrast for projection?

A	B
Keep the beat	**Keep the beat**

Card B.

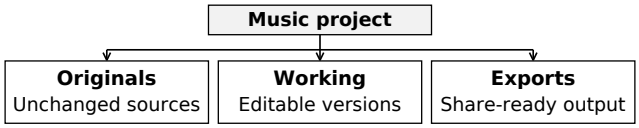
4. Keep v02 unchanged. Name the next numbered working version.



Keep earlier versions

beat-story_v03.

5. An edit damaged the working recording. Where is the unchanged source?



Originals.

6. The image link broke after the move. Which path repairs it?

Project expects	File now at
assets/drum.png	images/drum.png

images/drum.png.

7. Use approved assets only. Which clip is ready for this task?

Asset	Source saved?	Use approved?
Clip A	Yes	Yes
Clip B	Yes	Unknown

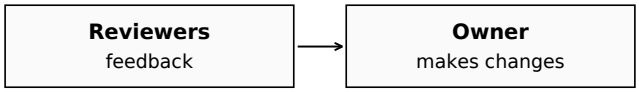
Clip A.

8. The record needs title, creator, source, and use note. What is missing?

Title	Creator	Source	Use note
Drum photo	[blank]	Link saved	Approved

The creator name.

9. Reviewers give feedback, but cannot edit. Choose their access.



Comment access.

10. A shared copy may reveal hidden pages. What should happen to page 2?

Page 1	Page 2: hidden
Music overview	Private names

Delete page 2 from the shared copy.