

## Functional Analysis – Actor

<b>Role</b>	<b>Actor</b>	
<b>Job Purpose</b>	<b>Actor in the Media &amp; Entertainment Industry is an integral position in the Production of TV series and Feature Films. The person is responsible for portraying the assigned character in a feature or short film, TV series, web series, as a voice in an animated film, in a television or other commercial advertisement or on stage in a theatrical presentation, under the guidance of the production’s Director.</b>	
<b>Function</b>	<b>1</b>	<b>Character Study and Portrayal</b>
<b>Purpose</b>	<b>P1</b>	<p>This unit/task covers:</p> <ul style="list-style-type: none"> <li>• Acting theory and methods</li> <li>• Character analysis and research</li> <li>• Voice modulation, body movement, improvisation</li> </ul>
<b>Activities</b>		<b>Character Portrayal</b>
	1	Research and understand the history, background, and motivation of a character within the framework of the scrip
	2	Expertly use voice and body movement to express a wide emotional range and act/react believably with other actors within the parameters established by the script and the Director
	3	Quickly learn lines and character activity and be able to change these according to script changes or Director’s vision
	4	Draw upon personal and professional experience to deepen the portrayal and believability of the character within the scene(s)
	5	Portray the character as its emotional and story arcs progress, even if scenes are shot out of the story’s time sequence
	6	Scale a performance in accord with the frame of the shot, controlling movement, gesture, voice levels, emotional intensity and energy levels. Be familiar with ‘hitting the mark’, ‘catching the light’, ‘cheating’, and other technicalities
<b>Function</b>	<b>2</b>	<b>The Professional Career</b>
<b>Purpose</b>		<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> <li>• Auditions and Negotiations</li> <li>• Behavior On Set</li> <li>• Understanding Other Roles in the Production</li> <li>• The Business of Being an Actor</li> </ul>
<b>Activities</b>		<b>Auditions and Career Preparation</b>
	1	Approach producers and casting directors in a professional manner
	2	Be on time and in the suggested dress for auditions. Be prepared with portfolio, showreel, references
	3	Be ready to cold-read a script or improvise in a scene. Quickly learn lines and take direction
	4	Understand the vision and motivations of the creative team (Scriptwriter, Director, Production Designer among others)
	5	Be patient for costuming, makeup and other preparatory work before filming

	6	Understand the place of the character portrayed within the framework of the story as per the script
<b>Function</b>	<b>3</b>	<b>Acting Methods and Film / Theatre History</b>
<b>Purpose</b>		This unit/task covers the following: <ul style="list-style-type: none"> <li>• Studying and experiencing different “schools” of acting method</li> <li>• Studying film and theatre history</li> </ul>
<b>Activities</b>		<b>Using Acting Methods and Film History</b>
	1	Work and rehearse with other actors using different “methods” under the supervision of the Director to fulfill the Director’s vision
	2	Use an understanding of film and theatre history to comprehend how the Director's vision and script fit into the genre and use elements and ideas from previously produced films or theatrical presentations
<b>Function</b>	<b>4</b>	<b>Maintain workplace health and safety</b>
<b>Purpose</b>		This unit /Tasks cover the following <ul style="list-style-type: none"> <li>• Understanding the health, safety and security risks prevalent in the workplace</li> <li>• Knowing the people responsible for health and safety and the resources available</li> <li>• Identifying and reporting risks</li> <li>• Complying with procedures in the event of an emergency</li> </ul>
<b>Activities</b>		<b>Understanding the health, safety and security risks prevalent in the workplace</b>
	<sup>1</sup>	Understand and comply with the organization’s current health, safety and security policies and procedures
	2	Understand the safe working practices pertaining to own occupation
	3	Understand the government norms and policies relating to health and safety including emergency procedures for illness, accidents, fires or others which may involve evacuation of the premises
	4	Participate in organization health and safety knowledge sessions and drills
		<b>Knowing the people responsible for health and safety and the resources available</b>
	5	Identify the people responsible for health and safety in the workplace, including those to contact in case of an emergency
	6	Identify security signals e.g. fire alarms and places such as staircases, fire warden stations, first aid and medical rooms
		<b>Identifying and reporting risks</b>
	7	Identify aspects of your workplace that could cause potential risk to own and others health and safety
	8	Ensure own personal health and safety, and that of others in the workplace through precautionary measures

	9	Identify and recommend opportunities for improving health, safety, and security to the designated person
	10	Report any hazards outside the individual's authority to the relevant person in line with organizational procedures and warn other people who may be affected
		<b>Complying with procedures in the event of an emergency</b>
	11	Follow organization's emergency procedures for accidents, fires or any other natural calamity in case of a hazard
	12	Identify and correct risks of illness, accidents, fires or any other natural calamity safely and within the limits of individual's authority

<b>Organizational Knowledge</b>	1	The vision and motivations of the creative team (Scriptwriter, Director, Production Designer among others)
	2	The background of the fictional character to be portrayed, including life history and motivation
	3	The place of the character portrayed within the framework of the story as per the script
	4	The use of resumes, photo and video portfolios, showreels to seek employment.
	5	How to negotiate a professional contract for his services, including an understanding of payments, taxation, and other legal matters
	6	Organization's norms and policies relating to health and safety
	7	Government norms and policies regarding health and safety and related emergency procedures
	8	Limits of authority while dealing with risks/ hazards
	9	The importance of maintaining high standards of health and safety at a workplace
<b>Technical Knowledge</b>	1	The setup and process of a film or stage production, whether Studio set or location, indoors or outdoors, with regard to cameras, lighting, set furniture and props
	2	The responsibility of each person on the production as they affect his professional manner and performance
	3	The technical arrangements and equipment for a film shoot, whether Studio set or location, indoors or outdoors, with regard to cameras, lighting, set furniture and props, costumes and makeup.
	4	The responsibility of each person on the shoot as they affect his performance.
	5	The process of dubbing and voice-over work
	6	Performance in a local language when required
	7	Basic make-up and prosthetics design and application
	8	Basic camera operation, lighting and sound equipment operation for films
	9	Basic set design and construction for theatrical presentations
	10	Importance of maintaining a healthy work environment
	11	The different types of health and safety hazards in a workplace
	12	Safe working practices for own job role
	13	Evacuation procedures and other arrangements for handling risks
	14	Names and contact numbers of people responsible for health and safety in a workplace
	15	How to summon medical assistance and the emergency services, where necessary

	16	Vendors' or manufacturers' instructions for maintaining health and safety while using equipment, systems and/or machines

<b>Core Skills/ Generic Skills</b>	<b>Reading and Memory Skills</b>
	The Actor needs to know and understand how to:  SA1. Read and study the script and remember lines and activities of the character portrayed
	<b>The portrayal of Body and Movement</b>
	SA2. The Actor must be trained to use self-awareness, flexibility, control, and coordination to become technically proficient in skills such as trust, balance, neutrality, rhythm, grace, and expressivity. The actor must be comfortable and fluent in interactions with other actors, with objects, with costumes, adornment, and make-up
	<b>Portrayal with Voice</b>
	SA3. The Actor must gain control of breathing technique and enhance their capacities, to 'find' their voice, and then to develop its range, pitch, timbre, and to place it in different registers. The Actor uses pronunciation and sensitivity to intonation, stress, and rhythm to meet the demands of the character to be portrayed.
	<b>Improvisation</b>
	SA4. Improvising for the Actor is a fundamental and compulsory skill. Improvisation develops the crucial qualities of spontaneity and transparency, of living in the moment, which accomplished actors achieve even when working from a rehearsed text.
<b>Professional Skills</b>	<b>Interpersonal Skills</b>
	The Actor needs to know how to:  SA5. Understand the creative vision of the Director/ Scriptwriter and Producer, as appropriate SA6. Take suggestions from the Director to effectively portray the character. SA7. Respect and consult with other actors on the set to ensure each is helping to create their best performances according to the Director's vision
	<b>Convey the Meaning of the Story and the Humanity of the Character</b>
	SB1. The professional film actor must activate dormant or desensitized areas and operations of the mind, and learn to have them operating in concert, synchronously. The key operations and skills that are necessary are concentration and focus, belief, curiosity and questioning, creativity and imagination, making choices and decisions, spontaneity and intuition, reflection and memory, spatial awareness and interpersonal skills. An actor must search for the means to connect with feelings and behaviors that are authentic and truthful rather than contrived.

SB2. The Actor, given a complex role, must embark on an analysis of himself and other characters in the story. Actors must be able to delineate the inner and outer traits of character, to graph the main lines of their action and to detail behavior and gesture for every moment, as well as vocal and speech characteristics.

**Plan and Organize**

The user/individual on the job needs to know and understand how to:  
SB3. Plan and organize people and resources to deal with risks/ hazards that lie within the scope of one's individual authority

**Customer Centricity**

The user/individual on the job needs to know and understand how to:  
SB4. build and maintain positive and effective relationships with colleges and customers

**Analytical Thinking**

The user/individual on the job needs to know and understand how to:  
SB5. analyze data and activities

**Critical Thinking**

The user/individual on the job needs to know and understand how to:  
SB6. Understand hazards that fall within the scope of individual authority and report all hazards that may supersede one's authority  
SB7. Apply balanced judgments in different situations

**Problem Solving**

The user/individual on the job needs to know and understand how to:  
SB8. Apply problem-solving approaches in different situations