

DUBBING PROJECT CHECKLIST

As you prepare to begin your project, there are a few other things to consider. For instance, are there certain words or concepts that have to be protected throughout the localization process? Do you require review and approval of each voice cast for each target language? All of these elements will impact project costs and timelines. Here's a checklist of things you need to consider when adding voice-over or dubbing to your project:

-  **Total Runtime**
Determine the total number of episodes and minutes per episode to help in scheduling and planning.
-  **Source and Target Audio Language**
Establish the language your media is coming from and which language is the destination.
-  **Voices**
Denote the number of voices you require for your project based on gender identity and age (e.g. young boy).
-  **Content and Genre of Videos**
Prepare a summary of the video's genre and content to allow the studio to accurately match the tone of your media.
-  **Voice-Over or Dubbing?**
Will you use the U.N. Narratorial voice-over style or dub your media? If dubbed, will you voice-over or lip-sync?
-  **Audio-Only File or Full Mix?**
Determine if you need the raw audio files to mix the video yourself, or if you will need the full mixed file from the studio.
-  **Required Approval**
Each project needs an approved script and voice casting team. Also, if captions or subtitles are being added to your localized media, those also need approval.
-  **Specifications and Deliverables**
Knowing what service your content will live on can greatly affect the end deliverable. Is it to standards set by Netflix/HBO, or are you requesting custom-tailored specifications?
-  **Existing Materials**
If you have any existing materials for your project such as scripts or glossaries, your dubbing team can learn a lot from those materials.
-  **Character List and Descriptions**
Describing the characters in your media can give the voice artists the ability to encapsulate and perfect their voice, giving it a much more realistic final cut.
-  **Episode Synopsis**
Giving the studio a synopsis of your episodes can give the voice artists much-needed insight into their writing.
-  **Locked Cut Availability**
Let the studio know when a version of your media with finalized dialogue is available so the dubbing team can kick off the project.
-  **Delivery Timetable**
Make sure you establish a concrete yet realistic timetable for your project.
-  **Brand and Artistic Intentions**
When localizing your content, the message will be interpreted and will not be verbatim. If you have specific intentions or requirements, clarify them first.
-  **Any Additional Clarifications**
If there is anything else that you or the studio feel is important, make sure to clarify it during the production process.