

Voice Over Talent Director's Checklist

Get the best from your voice talent every session!

- Identify the Talent's Role:** Let the talent know the role the VOICE is playing. Is the VO the bold announcer? The knowledgeable educator? The gentle best friend?
- Give a Clear Rundown on Your Audience:** What will the VO be used for? Where will it be played? Who are we talking to?
- Describe Your Desired Sound:** Use highly specific descriptive words to indicate how you want your script to sound.
- Cite Some Specific Examples:** Review the voice over talent's audio and video portfolio so you can reference a specific voice over demo or sample that your talent created. Or, you could provide a link to an audio or video of someone who has the desired sound.
- Video, Slide Show or Music:** If you have any of these assets for your project, make them available for the chosen talent. They can help the talent get in the proper mood before and during the session.
- Provide a Script that's Really Ready:** Read your script out loud, noting any tricky words, uncommon names or desired pronunciations. Phonetic spelling is good, and showing rhymes for a specific word or syllable is even better.
- Be Clear on Timing Specs:** If the voice track needs to be timed to a video or fit a specific timeframe, make sure you give the talent this information.
- Use Brackets for Direction:** If certain parts of the script require voice over acting moments, use brackets to outline specific emotions and tones to hit at those points.

Check out the original article for more in-depth descriptions for each of these points.

<http://www.debbiegrattan.com/blog/8-tips-for-directing-voice-over-talent/>

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