

B-roll shot list

Tie each extra shot to a spoken point so visuals explain rather than decorate.

WHEN	FOR	UPDATED
Before recording supporting visuals	Tutorial and demonstration creators	2026-10-08

01 Record visuals that explain the spoken point

4 CHECKS

- ☐ Start each row with the statement the extra shot must explain.
Use a source timestamp and describe what the viewer should learn. Avoid decorative footage with no relationship to the passage.
- ☐ Name the shot and who will capture or supply it.
Describe the needed action, object or screen state so a second person can record the same thing.
- ☐ Record usage permission and the actual filename.
A search result is not permission. Retain the approved asset with the source recording.
- ☐ Mark recorded only when the file exists and opens.
Mark reviewed only after the shot is readable in the final frame and placed beside the intended statement.

02 Working table

4 OF 9 COLUMNS

Spoken point	Source timestamp	Shot needed	What viewer should learn

The Excel version has all 9: Spoken point, Source timestamp, Shot needed, What viewer should learn, Owner, Usage permission, Filename, Recorded, Reviewed. Fill its blank rows with observations from your project.

Next Keep supporting visuals with the source.

Upload your approved images and clips with clear names, then review their placement in the finished edit.

[Edit this recording in Studio](https://studio3.itskaivalya.com/signup?src=resource-b-roll-shot-list)

30 free editing minutes when you sign up

<https://studio3.itskaivalya.com/signup?src=resource-b-roll-shot-list>

SCAN TO OPEN