

“Florence Lawrence Movement” Annotation Guidelines
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[created in 2018; last updated in July 2020]

Guidelines for annotating and describing the staging of performers in Mediathread. To minimize synonym issues, semantic sentence structures and verb/direction choices should be followed meticulously.

Title: “[Full Performer Name] Movement”

Description guidelines:

Directions (right and left) are in relation to the camera’s perspective. Metadata tags and written description specify the origin and endpoint of the performer’s movement through the frame and the type of action that moves them from point A to point B. Movement should always be indicated in relation to depth (sagittal) movement and lateral (horizontal) movement. If the performer appears only in the top or bottom third of the frame, description of vertical movement may also be added. Description will always specify sagittal (z-axis) movement/position first, followed by horizontal movement/position, and then any vertical movement/position. The actor can also remain stationary. A new annotation should be created every time the actor changes direction.

Possible metadata tags / descriptive terms:

Sagittal movement:

- fgon – moving on-screen/entering from the foreground
- fgoff – moving off-screen from the foreground
- fg – moving towards the foreground
- mg – moving towards the midground
- bg – moving toward the background
- bgoff – moving off-screen from the background
- bgon – moving on-screen/entering from the background

Horizontal movement:

- lefton – entering from off-screen frame left
- leftoff – moving off-screen frame left
- left – moving close to the left side of the frame
- leftcenter – moving slightly off-center to the left
- center – moving to the center
- rightcenter – moving slightly off-center to the right
- right – moving close to the right side of the frame
- rightoff – moving off-screen frame right
- righton – entering from off-screen frame right

Vertical movement:

- high – occupying the top third of the frame
- low – occupying the bottom third of the frame

Semantic sentence structure:

[Actor] [(character name)] [action] [possible qualifiers] [to/in] the [final placement].

Or

[Actor] [(character name)] [action] in the [placement].

*No additional punctuation besides the final sentence period or additional prepositions should be added or altered.

* “To the” should be use for horizontal/sagittal (depth) staging changes; “in the” for purely horizontal staging changes or stationary placement.

Available terms:

[Actor]	[(character name)]	[action]	[possible qualifiers]	to/in the	[final placement].		
Florence Lawrence	(Firstname Lastname)	walks [takes multiple steps at an average pace]	backwards; up stairs; down stairs; uphill; downhill; up; down	to the	foreground	left off-screen	[no vertical description, assumed center]
	(Mrs. Jones)	steps [takes a single step]	backwards; up stairs; down stairs; uphill; downhill; up; down	to the	midground	left	low
		runs [takes multiple steps at a faster pace]	backwards; up stairs; down stairs; uphill; downhill	to the	background	left-center	high
		walks up stairs		to the	background off-screen	center	
		walks down stairs		to the		right-center	
		crawls [moves on hands and knees]	backwards; up stairs; down stairs; uphill; downhill	to the		right	

		crouches [a lower position, creating a ball-like shape; with no qualifier implies stillness]	down	in the		right off-screen	
		sits [with no qualifier; implies stillness]	Down, in/on a [insert vehicle], in/on a [insert vehicle] as it moves	in / to the			
		stands [with no qualifier. implies stillness]	up	in the			
		rolls [rotates the body horizontally]		to the			
		falls [down to the ground]	Backwards, forwards	to/in the			
		jumps	Backwards, forwards	to/in			
		backwards [a qualifier to be added after the action verb]					
		Is held [other character physically restraining, option to add "by [character name]"]		in the			
		Is moved [other character physically moving through the space, option to add "by [character name]"]		to the			

		rotates [turns in place without taking any steps; spirals]	right, left	in the			
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Action Metadata:

[action]	Metadata
walks [takes multiple steps at an average pace]	walks
walks/steps backwards [a qualifier to be added after the action verb]	backwards
steps [takes a single step]	steps
runs [takes multiple steps at a faster pace]	runs
walks up stairs	stairsup
walks down stairs	stairsdown
crawls [moves on hands and knees]	crawls
crouches [moves to a lower position, creating a ball-like shape]	crouches
sits down	sits
stands up	stands
rolls [rotates the body horizontally]	rolls
stands [remains in one place]	still

falls down [to the ground]	falls
jumps	jumps
Is held [physically restrained]	held
Is moved [physically displaced by someone]	moved
Rotates [rotates/spirals in place]	rotates