

CINEMATOGRAPHY PRODUCTION CARDS SYSTEM

USER MANUAL

ENGLISH

CinProCaS™

Cinematography Production Cards System™

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CONTENTS

3 pages:	INTRODUCTION AND THE DEMO MODE
4 pages:	THE SUBSCRIPTION
4 pages:	PASSWORD AND MAXIMUM 5 DEVICES
5 pages:	IKICONS AND THEIR FUNCTIONS WITHIN THE APPLICATION
7 pages:	4 WAYS TO CREATE A NEW PROJECT
11 pages:	THE FILM PROJECT SCRIPT PAGE AND ITS STRUCTURE
12 pages:	THE PROJECT BASIC DATA
12 pages:	THE CAMERA PLAN WINDOW
17 pages:	LIGHTING DATA - DATA RELATING TO LIGHTING
18 pages:	THELIGHTING PLAN WINDOW
20 pages:	THE SCREENPLAY WINDOW ON THE SCRIPT PAGE
21 pages:	THE SOUND STAGE AND SOUND DESCRIPTION
22 pages:	PLUS PAGE, NEXT PAGE BUTTONS
22 pages:	LEGAL NOTICE AND DATA ENCRYPTION AND DATA SECURITY
23 pages:	DATA ENCRYPTION - DATA SYNCHRONIZATION
24 pages:	CINEMATOGRAPHY CARD SCRIPT PAGE STRUCTURE - DIFFERENCES
25 pages:	THE CINEMATOGRAPHY CARD - LIGHT USED AND LIGHT VALUES
25 pages:	THE CINEMATOGRAPHY CARD - PROCESSING AND WORKPRINT
26 pages:	SORTING - REPLACEMENT OF SCRIPT SHEETS
26 pages:	PROJECT DELETE AND RESET - SCRIPT PAGE DELETE
27 pages:	THE PROJECT IMPORT FUNCTION
27 pages:	PROJECT EXPORT AND PDF EXPORT FUNCTIONS
29 pages:	USER DELETE AND THE CANCEL SUBSCRIPTION FUNCTION
29 pages:	DESKTOP VERSION
31 pages:	TERMS OF SERVICE
36 pages:	PRIVACY POLICY

The CinProCaS™ 1.1.1 Application is a film planning application running on Android, iOS, Windows 10, and macOS platforms, in which feature films, documentaries, music videos, commercials and corporate videos can be visually planned and prepared for shooting.

It can best be compared to a screenplay writer or a Storyboard application with the additional feature that you can use to visually plan your film frame by frame, illustrated with photos, supplemented with a lighting plan and technical data. More information is available in the CinProCaS™ application than in any previous planning software.

It can be used primarily by DPs, directors, producers, and production managers. It can significantly speed up the production and preparation of the film, thereby saving considerable costs and time, in addition to visually providing quick information to all crew members before the shoot and for the following shooting days.

Icon of CinProCaS:



<https://www.cinprocas.com/>

APPLE STORE:

<https://apps.apple.com/us/app/cinprocas/id1533589079?platform=iphone>

GOOGLE PLAY:

<https://play.google.com/store/apps/details?id=com.cinprocas.cinprocas>

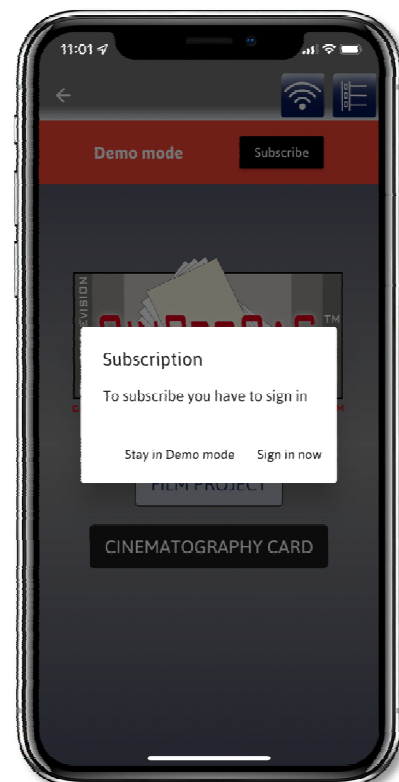
THE DEMO MODE

In the free DEMO mode, almost all functions of the CinProCaS™ Application can be tested.

When the DEMO mode is selected, the written documentation of the movie Control (of death) is downloaded in English. This is a legal accident prevention Promotional short film.

In Demo mode, you can open all elements of the project. You can write in it, you can replace the photos, and you can move and replace the elements of the Lighting Plan. The only limitation is that the application does not save anything.

You do not need to log in to try the DEMO mode. However, to start the subscription, you must log in with an email address.



THE SUBSCRIPTION

After downloading the DEMO mode, you can click on the SUBSCRIBE button in the red bar above it to subscribe for 30 days, for the price of USD 10.00. To subscribe, you must read and accept the Terms of Service and the Privacy Policy and you must also enter the application with your email address. The email address is required for the subscription. When subscribing, CinProCas Inc. only sees your email address, name, and device data (Android, iOS, Desktop), all other necessary data is stored in the Google and Apple systems. CinProCas Inc. can only check the existence of the subscription based on your email address. A subscription is also required to download the Desktop version. Version 1.1.1 is free and can be downloaded from <https://www.cinprocas.com/desktop-email-check/>.

IMPORTANT! To download the Desktop version, the system checks the email address. If the email address does not have a subscription, the system will not allow you to download the Desktop version and will redirect you to <https://www.cinprocas.com/desktop-email-check-with-error/> or to the website <https://www.cinprocas.com/information/>.



PASSWORD AND MAXIMUM 5 DEVICES

IMPORTANT! When logging in, the system will ask for a 6-digit Password, which is required to unlock the bank encryption before using the application. Please write this down on a piece of paper as well. CinProCaS Inc does not see the Password, it is only stored on your device and deleted from its memory after you log out. Without a password, neither the application nor the data synchronization between the Desktop and your phone will work. In the Mobile application, you can choose Fingerprint or Face ID mode, but the Desktop version will always ask for the PIN code.


IMPORTANT! The subscribed CinProCaS™ Application allows the use of 5 devices with one subscription. If you change your mobile phone, or if you have used 5 devices and the system does not allow you to install the login on another device, you will receive an error message. Please write to the email address: support@cinprocas.com and name the device you are no longer using. The indicated device will be deleted centrally upon request.

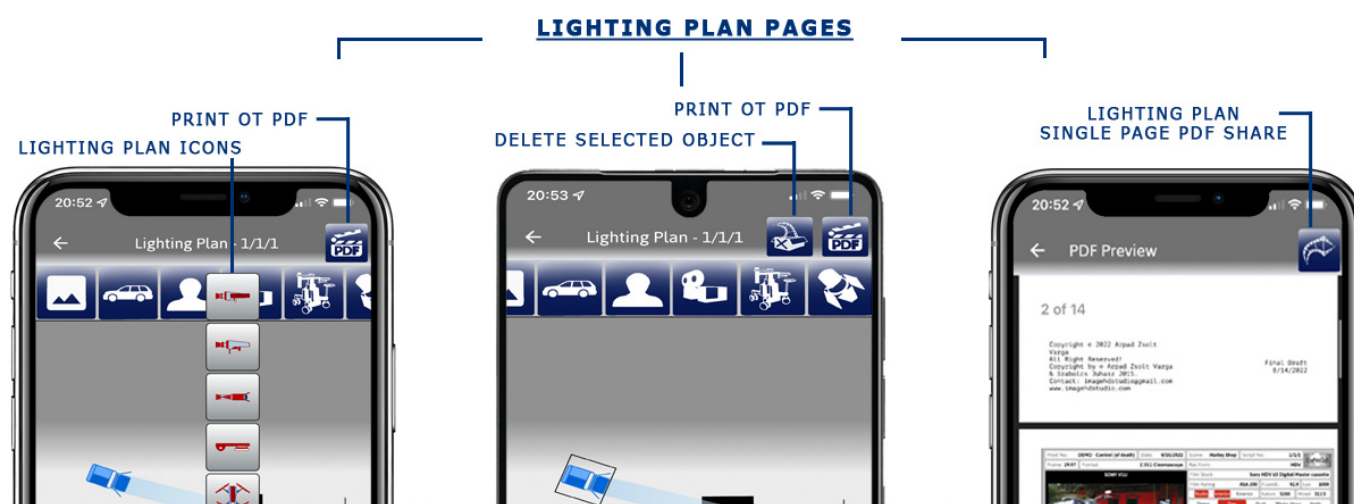
ICONS AND THEIR FUNCTIONS WITHIN THE APPLICATION

The system displays the function of each of the ICONS - if you hold them down. The three images in the first row show the functions of the ICONS in the FILM PROJECT. Here, two deviations can be observed from the functions of the ICONS that appear in the second row below in the CINEMATOGRAPHY CARD. One is the IMPORT PROJECT/PDF ICON shown in the second picture, which is not in the CINEMATOGRAPHY CARD. The other one is SCREENPLAY WRITE shown in the third picture, which is also not included because there is no screenwriting function in the CINEMATOGRAPHY CARD.



The ICONS in the third row are the icons of the CAMERA PLAN window, which can also be found among the FILM PROJECT and CINEMATOGRAPHY CARD functions.

The SCREENPLAY WRITE function can only be found within FILM PROJECT, the following functions can be accessed by clicking on the  ICON and entering.



The LIGHTING PLAN function can be found in the FILM PROJECT and among the CINEMATOGRAPHY CARD functions. Their operation and ICONS are the same in both interfaces.

IMPORTANT! Zooming in and out with two fingers works on mobile phones, tablets, and iPads on all pages, including the open SCRIPT, CAMERA PLAN, LIGHTING PLAN, and SCREENPLAY WRITE pages. In the Desktop version, pressing LEFT SHIFT + LEFT MOUSE at the same time and moving the mouse zooms in, pressing LEFT CTRL + LEFT MOUSE at the same time and moving the application rotates the icons on the screen.

See the use of SCREENPLAY WRITE and LIGHTING PLAN in the chapters about them below!

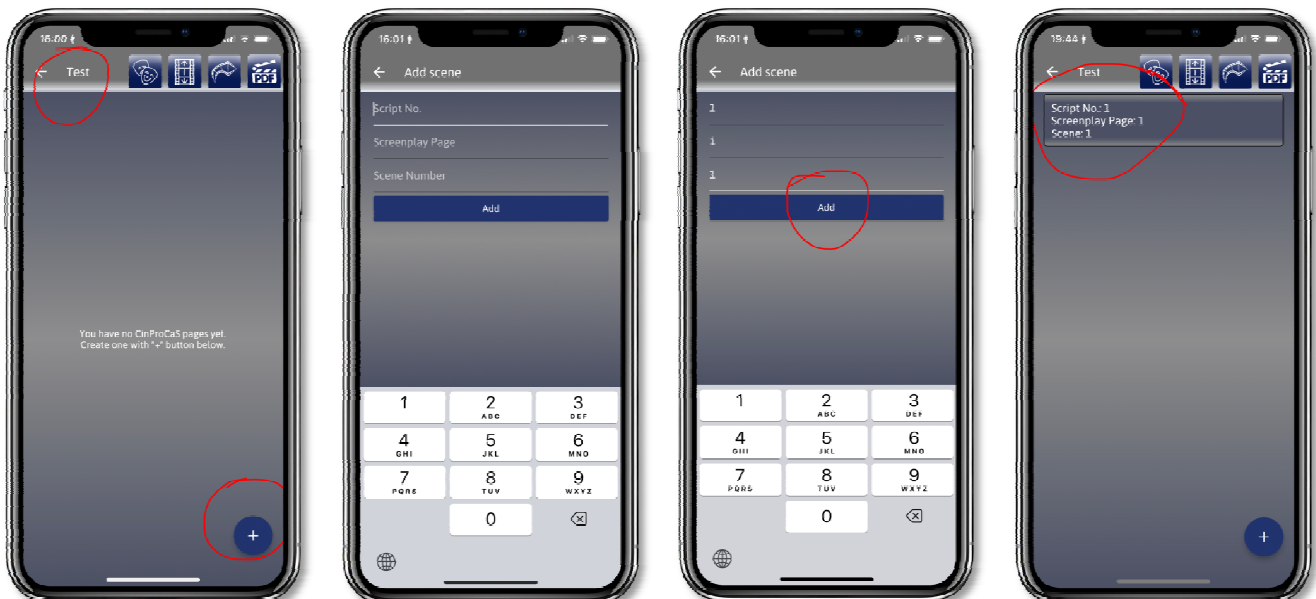
4 WAYS TO CREATE A NEW PROJECT

There are FOUR ways to start a new project in the CinProCaS™ Application!

THE FIRST WAY to start a new project, if we don't have a script or we just want to process a scene visually, we can start it on the FILM PROJECTS page. On the Film Projects page, by pressing the PLUS sign at the bottom right, the window in the 3rd image will open. Here you can enter the title of the Project, i.e. the film being made. This title cannot be changed after it has been entered. After "Add" is pressed, the Project will appear in the Projects list as shown in Figure 4.



This is how the title of the PROJECT was created, but it is also necessary to create the first SCRIPT page, which always contains three important data. The first data is SCRIPT No., which is like a page number in a book. There cannot be two identical SCRIPT No.! The second data is SCREENPLAY No., which means which page of the script contains the description of the given scene. And the third number is SCENE No., that is, the number of the current scene of the film.



THE SECOND WAY to start a project is to enter the **CINEMATOGRAPHY CARD** page and start a new project by pressing the + sign at the bottom right.



We can create the **SCRIPT** pages in the same way as in the **FILM PROJECT**. Here, too, we have to enter **SCRIPT No.**, **SCREENPLAY No.**, and **SCENE No.** numbers. We use this when we only want to develop one scene of a movie in detail and we do not need to process the entire script. Or we want to supplement our **FILM PROJECT** with **CINEMATOGRAPHY CARD** pages.

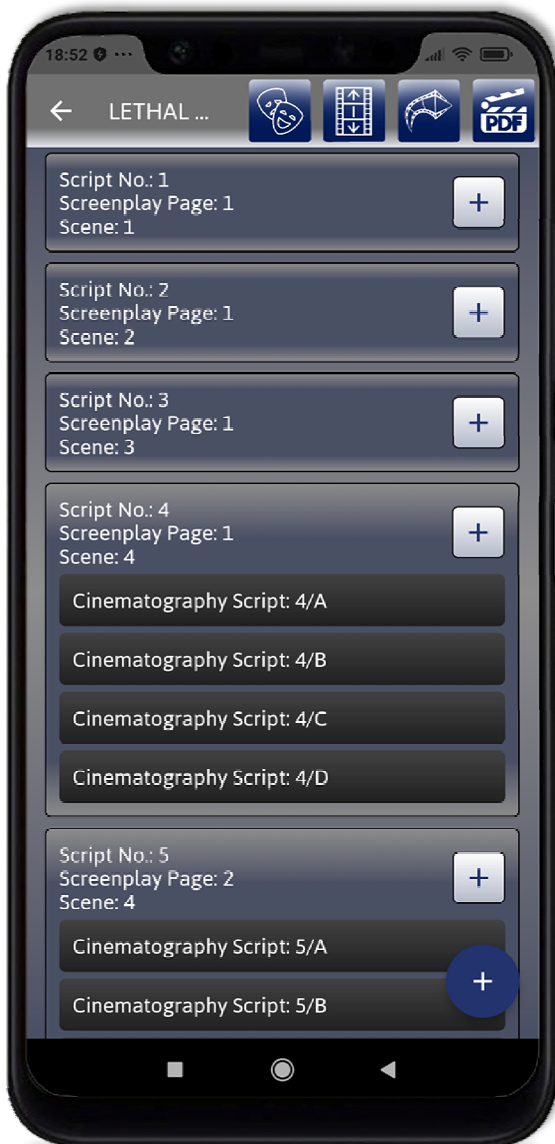


The difference between the two pages is that on the **FILM PROJECTS** page you can see the **Screenplay** (yellow) of the film's script, while on the **Cinematography Card** page, instead of the script, we can enter additional lighting, light data, and lab work data required to shoot the scene. Of course, in addition to the title of the film and the number of the scene, you can indicate in the upper right window which script page the given **SCRIPT** page belongs to. **IT IS IMPORTANT TO NOTE HERE** that if you created a **FILM PROJECT** on the **FILM PROJECT**

page and gave the same **TITLE** on the **CINEMATOGRAPHY CARD** page, then on the **FILM PROJECTS** page you can add the extra pages with the **Script +** sign that the **CINEMATOGRAPHY CARD** you created on the pages of the project of the same name! In this way, the report can be supplemented with any number of **CINEMATOGRAPHY CARD** pages.



Of course **SCRIPT No.** numbers are very important when merging the two projects. In this case, **SCRIPT No.** on the **CINEMATOGRAPHY CARD** page is **ALWAYS 1/A or 1/B or 5/A** etc. depending on which **FILM PROJECT SCRIPT** page you want to assign the **CINEMATOGRAPHY CARD SCRIPT** page to. Accordingly, you must enter **SCRIPT No.** in the **CINEMATOGRAPHY CARD**.



If the titles of the **FILM PROJECT** and the **CINEMATOGRAPHY CARD** are completely different, we cannot merge the two projects. If the title of the **CINEMATOGRAPHY CARD** project is different, the **SCRIPT No.** changes to 1, 2, 3, etc.

The point of project merging is that if there are too many image descriptions on certain script pages, the entire scene and image content cannot be shown in 3 photos. In this case, we can attach any number of **PLUS CINEMATOGRAPHY CARD** pages to the given script page. In other words, we can even add 25-30 additional images belonging to one script page to our project, which will of course appear in the same order when exported to PDF. So, any number of **CINEMATOGRAPHY CARDS** can be imported for a **FILM PROJECT SCRIPT** page. There is no limit to their number.

THE THIRD WAY to start a new project is to enter the **FILM PROJECT** and press the **PDF** and **PROJECT IMPORT** button (image 1) on the second icon in the top row. You have the option to **IMPORT** the ready-made **STANDARD** Screenplay, i.e. the PDF format of the script. In this case, you do not need to create a **PROJECT** beforehand, as you will create it with the PDF import. When you import a finished PDF movie script, it is processed in seconds and the appropriate number of Script pages are generated page by page, divided into scenes. Example: The original script for **DIE HARD** is 118 pages. By importing this into the CinProCaS™ Application, it creates 431 pages in 1 second. **SCREENPLAY PAGE No. 118.** this is the page number of the original script. **SCENE No. 402** means that there are 402 scenes in the film script.



Here, too, it is possible to assign the **SCRIPT No.** of the same name created in the **CINEMATOGRAPHY CARD** to the **FILM PROJECT**. In other words, moving from cut to cut, we can begin to process the scenes of our entire film visually and technically, and we can also begin to create the exact lighting plan for the scenes. The long time required to break down a film into scenes can thus be saved with the help of the software.

THE FOURTH WAY to start a new project is to write a script yourself by entering the CinProCaS™ **SCREENPLAY WRITE** function. In this case, you must create a **FILM PROJECT** and the first **SCRIPT** page. Then, by entering the screenplay writing section with the **SCREENPLAY WRITE** button, you can start writing your own screenplay according to the rules of the film industry. As you progress with the writing and if the scenes fill one or more pages, the **SCRIPT** pages are generated according to the page numbers. If a scene is 3 pages, then 3 **SCRIPT** pages will be created. If a script page has 4 scenes marked, it will be 4 **SCRIPT** pages. Each **SCRIPT** page will contain the short scene description that one page of your script contains. The numbering of **SCRIPT No.** always indicates which script page the given scene is on.

IMPORTANT! When you start writing a script, clicking on the letters at the top of the page will automatically place the cursor where the paragraph should start when writing a standard script. In this way, you will work according to the standard script format.



The buttons on the SCREENPLAY WRITE page represent the following functions:

S =	Scene
A =	Action
C =	Character
P =	Parenthetical
D =	Dialog
T =	Transition
S =	Shot
PB =	PageBreak
C =	Copy
P =	Paste
TS =	Text Settings

Each letter has its own rules for typing, writing, and order in the screenwriting profession. The application is configured accordingly. The specialty of CinProCaS™ SCREENPLAY WRITE is the color coding for the images on SCRIPT No. pages, Red, Green, Blue, and the description of the images corresponding to these colors are technically included. This means that you can tell exactly how long a camera setup will take. This is an instruction for everyone, where you want the cut in the film.

IMPORTANT! If you had written a screenplay and started a PDF export from SCREENPLAY WRITE, the PDF will be standard and black and white. This does not include color markings.

FILM PROJECT SCRIPT PAGE AND STRUCTURE


IMPORTANT! The CinProCaS™ Application contains 640 camera types (Camera type), 171 image format recording formats (Aspect and Format), 840 recording technologies, media (Film Stock), 650 recording formats (Rec.Form.), and 1600 lens types (Lens) from 40 manufacturers. In addition, it contains graphic elements that can be used to visually plan all the shooting settings within the film and the exact location plan.

The title of YOUR PROJECT, i.e., YOUR FILM, CAN BE SEEN AT THE TOP OF EVERY SCRIPT PAGE, so you can always follow which film/project you are currently working on and what title you gave it. **IMPORTANT!** The title of the specified movie cannot be changed after the Project has been created. It always remains constant, even if you only gave a working title at the start.

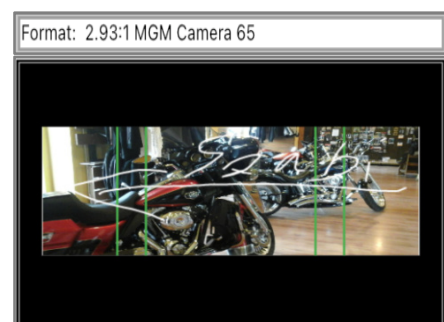


The PROJECT BASIC DATA fields contain the basic data that show the title of our film (Prod.No.) and the planned shooting time (Date).

When creating the shooting plan, it is important to fill in the Date when you have finished planning your project. The title of the scene is contained in the Scene window, which can be rewritten and renamed. In the case of PDF IMPORT, the Scene window contains the scene numbers on the Screenplay page (e.g., 19, 20, 21). The SCRIPT No. data, i.e., the number of pages in the CinProCaS™ project (SCRIPT No.), the number of pages of the corresponding Screenplay (SCREENPLAY No.), and the number of your scenes in the film (SCENE No.). You can also set the frame rate (Frame) of the entire film project and the image format (FORMAT or ASPECT) of your film here. This also includes the recording format (REC.FORM), that is, what you record the film on. Here you can choose film materials as well as digital media. These data can be set by clicking on this section, so a window opens in which you can set them.

Prod. No.: DEMO - Control (of death)	Date: 4/10/2021	Scene: Harley Shop	Script No.: 1 / 1 / 1
Frame: 29.97	Format: 2.35:1 Cinemascope	Rec.Form: HDV	


The FORMAT window (also called Aspect) shows the image format of the film, i.e. the image size. The characteristic of the FORMAT WINDOW is that when entering the tables and image formats in it, the image size of the CAMERA PLAN window (where our photo is displayed) also changes to this aspect ratio. If you choose 2.40:1, the window will change to a widescreen image on the page. If it is 1.33:1, it switches to traditional Television picture size. There are 171 image formats in the database, but it can track and



display any entered data. REC.FORM currently contains 650 recording formats, from 8 and 16mm film to 12K resolution. This database is also getting constantly updated.


The CAMERA PLAN WINDOW, which is repeated three times on the page with the same input and table options, is marked RED, GREEN, and BLUE. It contains the technical data of the camera. If no camera type is entered, "CAMERA:" is displayed. As soon as we enter the camera type, it will appear in the top center.

Camera:



Shot:	Focus:
Move:	Height:
Lens:	Dist.:
Filter:	Roll:
T-Stop:	Gain: 0 db
Shutter:	Slate:
	Fps:

SONY V1U



Shot:	Long shot	Focus:	26.25ft/8m
Move:	Slow zoom in	Height:	3.28ft/1m
Lens:	Zoom Lens	Dist.:	26.25ft/8m
Filter:	No	Roll:	HDV 63 / "A"
T-Stop:	5.6	Gain:	0 db
Shutter:	179.82°	Slate:	1/A
	1/60	Fps:	29.97

All the data of the CAMERA PLAN window can be filled in a new pop-up window. The window contains CAMERA TYPE, SHOT, CAMERA MOVE, LENS, FILTER, T-STOP, GAIN, SHUTTER, CAMERA FOCUS, CAMERA HEIGHT, CAMERA DISTANCE, ROLL, SLATE, FPS. data that can be seen by scrolling down. In the CAMERA PLAN window, we can set a photo, which opens in a new window by clicking on the CAMERA PLAN window. Here we can take a photo with the phone's camera, for example, if we are on a tech scout, or we can also import the photo from the gallery. You can also upload silhouette photos from the application, which we will continuously expand.



IMPORTANT! The silhouette photo or a photo you have taken, or the image cropping of an image imported from the gallery imported into the CAMERA PLAN window, can also be adjusted as desired. As you can see in the 3 pictures above, you can set a photo in 3 different plans. In other words, not only the Script page can be zoomed, but also the image in the CAMERA PLAN window can be enlarged, moved, and set to any image crop. The application remembers the settings of the image cropping.

The DRAWING FUNCTION is opened by clicking on the PENCIL ICON at the top right of the CAMERA PLAN window. A drawing made with the PENCIL IKON can indicate several movements, which is why there are several colors. For example, red can be the movement of the character, and white or blue can be the movement of the camera. In the upper right corner (pictures 2 and 3 below) the ICON is the delete icon. If you have made a mistake on your drawing, or if you want to draw a new one, you can delete your existing drawing with the icon. After creating the drawing, exit with the left arrow at the top of the picture, and your drawing will be there on the picture. There is no need to accept or save here. **IMPORTANT!** You can't draw in multiple layers, so if you made a mistake, you have to start over.





The first picture shows the CAMERA PLAN - photo window, which has been written about so far. The camera type can be selected in picture 2. There are currently 640 camera types in the database, which we are constantly expanding. If the given type is not included, it can be freely entered. **IMPORTANT!** Motion picture cameras are all capital letters, camera type cameras only have their initials capitalized! Example: PANAVISION DXL2 film or digital camera, Hasselblad H1D camera type camera. The next window is the SHOT data (image 3), that is, the camera plan. This can also be freely entered if it is not included in the table. In the 4th image, MOVE can be adjusted, that is, the movement of the camera. It can be Dolly, Zoom, or any known camera movement. If you don't find the right one in the table, you can enter it as you like.

The LENS window opens the LENS SELECTOR window. In addition, you can enter a lens type for CUSTOM LENS that may not be included in the table. For CUSTOM MM, you can enter the data of (millimeters) if you have not yet decided on the lens type, but you already know the lens angle of view.

You can choose a lens type from the manufacturer by pressing the TYPE button. A new window opens here, which currently contains 1,600 lens types (Lens) from 40 manufacturers.

If you know the manufacturer and the lens and choose from them in the LENS SELECTOR, you must first select the manufacturer.





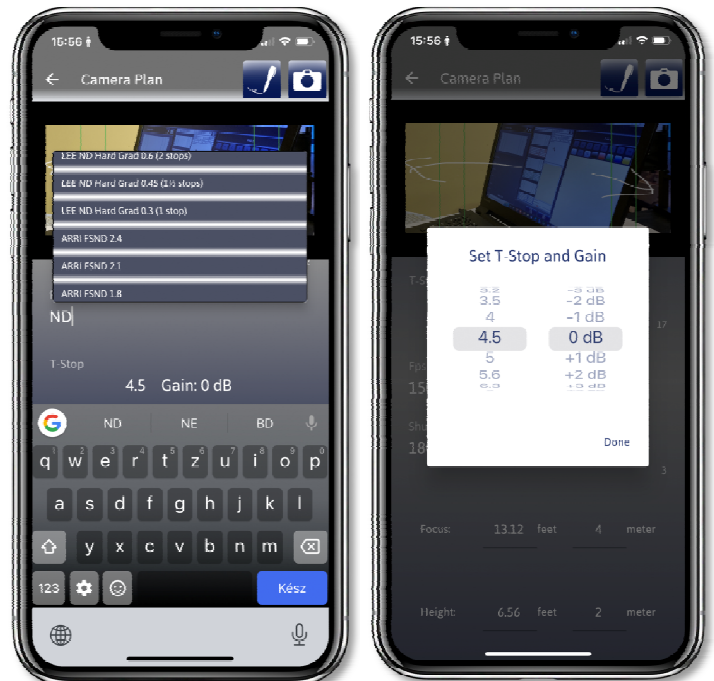
In the manufacturer's list, you have to find the type you want to use. It is important to note that if you have the type, the Copy + Paste function will also work in the CAMERA PLAN window the next time. You don't always have to search one by one if you want to use the same lens type.

IMPORTANT! The list of Manufacturers and Types includes more than 1300 types of lenses published in the official manual of the American Cinematographers' Union (ASC) (AMERICAN CINEMATOGRAPHER MANUAL - TENTH EDITION). The list of lenses is constantly getting expanded and updated.

The FILTER WINDOW also has its own database, but you can freely enter your own data and filter types.

The data currently included in the database also includes the camera filters officially registered by the American Society of Camera Operators (ASCA). But many other corrections and color filters can be found in the database.

T-STOP is the selection of the exposure value, as shown in the second photo, a drop-down table that can be adjusted to the desired value by scrolling. Here you can set the GAIN, also known as AGC (electronic signal amplification) if you want to use it.



The next value is FRAME/SEC, i.e. Fps, how many frames should be exposed in 1 second. In the case of FILM, the general standard is 24, while for electronic recordings, e.g. 23.97, 29.97, 25P, 30P, 50i, or 60i, etc. SHUTTER (shutter speed) must also be set. SHUTTER is data related to the FRAME/SEC number, that is, it is absolutely necessary. If you have the FRAME number, you can write SHUTTER as cinematic, e.g. 180 in value (180° "degrees"), but can also be entered electronically, e.g. 1/50 or 1/60. You will see that in the SHUTTER window, on the SCRIPT page, two data are displayed, the degree and the "/" data next to each other, if you have already entered the Frame number.

IMPORTANT! This FPS number only applies to the image shown in the given CAMERA PLAN window, as it happens that you speed up or slow down a sequence of images within a movie.



The data of FOCUS, CAMERA HEIGHT, and CAMERA DISTANCE can be entered in mm or feet, these are calculated on a mathematical basis by the Application. It is enough to enter mm or feet and the other value will also appear in the table, making it easier for the CinProCaS™ application to be used worldwide. The camera focus and camera distance are indicated separately because the focus point may differ from the camera distance for certain camera types and lenses.

The ROLL data can be found at the bottom of the basic data. This can be a film roll number or memory card marking, depending on what you are going to shoot the scene for.

SLATE is the camera position number within the scene intended for the shoot. For example CAM 147/18. This means that among the A-B-C cameras used in the movies, the image of the "A" camera will be the one you see in the CAMERA PLAN window, which is the 18th camera setting of the 147th scenes. This is important data for multi-camera shootings and the preparation of the shooting plan.



LIGHTING DATA - DATA RELATING TO LIGHTING. It is important to note here that the **FILM STOCK** in the first window, i.e. what the footage is recorded on, is an integral part of the lighting data. Raw materials with different film sensitivities can also be found among the data entered into the Application. The database contains 840 recording technologies and media (Film Stock) together with digital media. Clicking on the data will open a new window. Here, by tapping a character, the app already provides the data that contains the given character entered. You also have the option to enter your own data here, if you cannot find it among the raw materials and electronic recording forms. This database is also getting constantly updated.

Film Stock:	Sony HDV 63 Digital Master cassette			
Film Rating:	ASA 200	F.candl.: 92.9	Lux: 1000	
Studio	Interior	Exterior	Kelvin: 3200	Mired: 312.5
Dawn	Day	Dusk	Magic Hour	Night

FILM RATING is a window showing the sensitivity of your film raw material, which also has two functions, i.e. pre-entered data, as well as an independent entry option. It is important that the database also contains 7 types of systems, EI/ISO, ASA, DIN, GOSZT, WESTON, SCHEINER, and BSI. By entering the initial letters or the value, for example, 200, the table already gives the associated name and data.

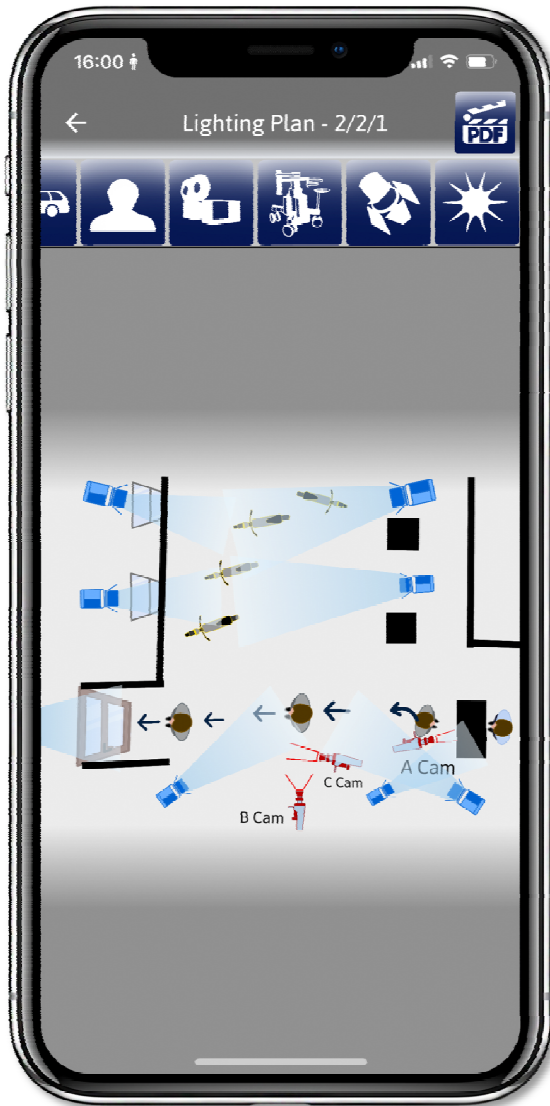
Among the dual-function windows, the related data of **FOOTCANDLE** and **LUX**, as well as **KELVIN** and **MIRED**, should also be mentioned. When you enter the data of **LUX** or **FOOTCANDLE** since the values of the two windows are related values, the data of the other window changes to the specified value. The same applies to the values of the **KELVIN** and **MIRED** windows since these are also related values.

EXTERIOR - INTERIOR - STUDIO indicates the filming location. Two functions can be selected here. For example **EXTERIOR** and **STUDIO**. After all, in countless cases, the filming imitating the exterior is made in an interior studio space.

DAWN - DAY - DUSK - MAGIC HOUR - NIGHT in the picture above indicates the recording time of day within the film, i.e. what time of day the recording will have an appropriate mood and when you want to shoot the scene. When this is selected, the **RED COLOR** indicates the selected recording time of day.

With the data you have filled in so far, you have provided all the technical data necessary for recording and correctly exposing your film. A very important part is coming up, and this is the **LIGHTING PLAN** and its operation since by filling it in, it will be completely and immediately understandable for everyone how you imagine shooting the scene of your film.

You can use this function even if there is no script, or if you need to quickly create a plan for your upcoming scene, as the **LIGHTING PLAN** plan can also be exported as a separate PDF.



The LIGHTING PLAN WINDOW is one of the most important and complicated windows. At the same time, it is extremely easy to use. Here you can prepare the complete shooting drawing for the film scene, which will be the most informative part for the crew to implement your plan. On the SCRIPT page, tap the LIGHTING PLAN window to open the window. You can also zoom in with two fingers in the middle, so you can enlarge the surface you want to draw even more. After you have drawn your scene, you can zoom back with two fingers to reduce the size of your drawing.

The LIGHTING PLAN function, which you create for the script page, greatly speeds up filming. After all, if the crew receives the specific page and the plan before the day of the shooting, the lighting and camera team will know from the picture what to set and where for the given shot. The actors will see how they will be lit, where they will stand during the recording of the given scene, where the lights will be, where the camera will move, etc.

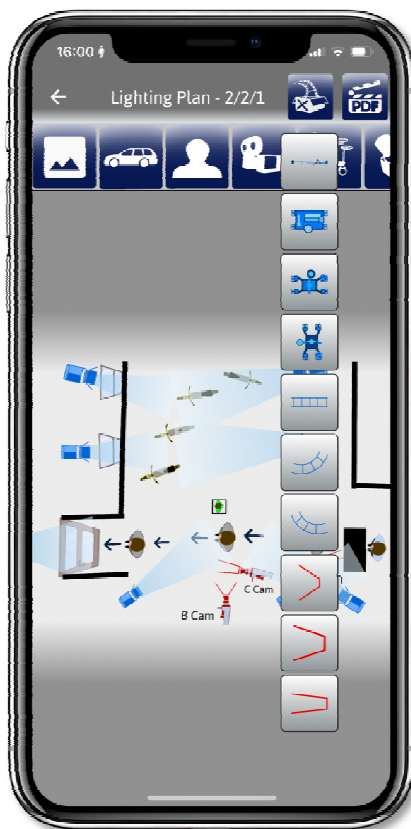
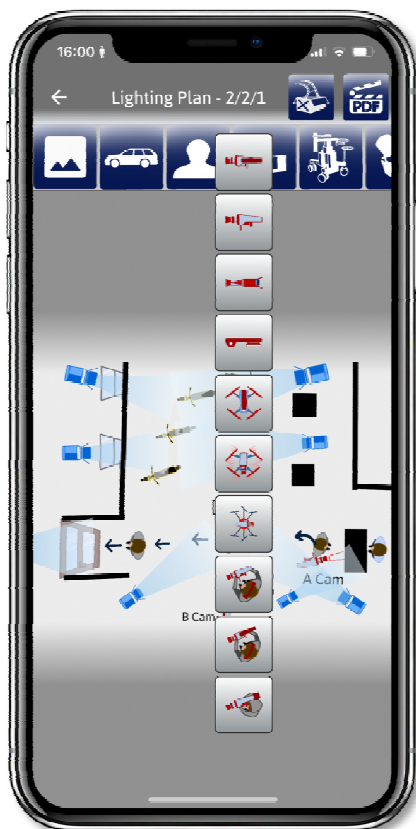
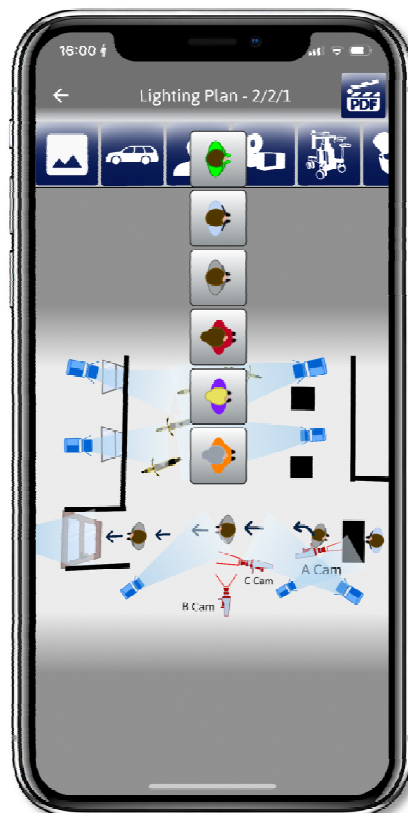
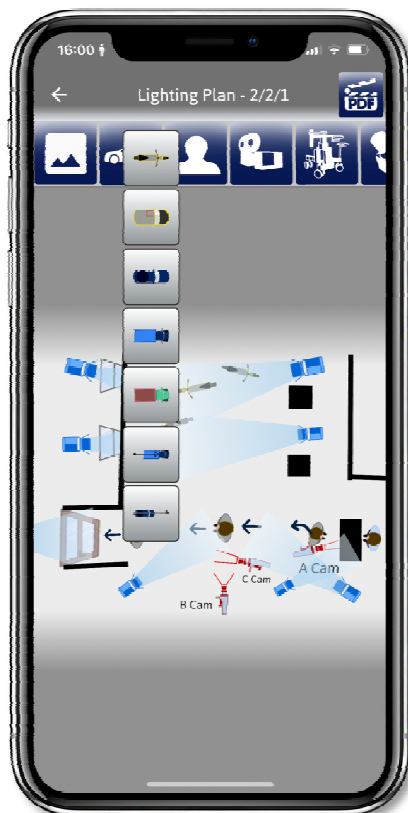
The given Lighting Plan can be exported in PDF format by clicking the PDF icon at the top of the page. Click on the DRAWINGS icons shown above to open the ICON lines. The selected ICON, which appears in a black picture frame when selected, can be rotated and enlarged to its exact location in the lighting plan with two fingers.

The order of the ICONS is as follows in the photo on the page: Among the drop-down ICONS, you will find the image import at the top. For example, if you have a site plan or a technical drawing of the interior of an apartment, you can take a photo of it or import it from the gallery into the background as a photo. You can put the lamps and light directions on it, you can prepare the lighting plan. So the image import can give a photo background. With the Draw function, you can, for example, draw a Green background or add a drawing to the lighting plan. With the option to enter text in the Lighting Plan window, it is possible, for example, to enter the type or the name of the character next to each lamp, or to write "A cam" "B cam" "C cam" markings next to the cameras according to the order of the images, which can mark the red, green, blue Camera Plan window camera angle as well. Under the Text option there are shapes, line, filled and empty circle and square, and filled and empty area with rounded corners. These figures can be walls or tables, chairs or any object or obstacle that complements the site plan.



The next **ICON LINE** is the vehicles. The motorcycle and the first car are what we can put our characters in. The other vehicles, except the bottom two, are accessories to illustrate a street scene. The last two vehicles are the camera vans.

You can see the characters in the next picture. The first is a figure for a green CGI effect, but can also be used as a character. You can find two more men, one in jeans and one in a suit. Underneath you can find three female figures, you can say that they are mother, daughter, and grandmother. But of course, any of them can be used for anything, it's just up to your imagination.



In the next row of icons, you will find the cameras. The film camera, then the digital camera, and below that is the TV studio camera. Below it is a telephone or still camera, followed by three types of Drone cameras. Then the Digital and Film Steadycam camera with an operator and a handheld camera operator.

The next **ICON ROW** is for the camera moving tools. The very first is a JIB, which can be indicated by its size as 4 or 9 meters. Chapman Dolly and two types of Panther carriages with rails and two types of curves.

The bottom three icons are the camera angles. 24mm, 50mm, and 120mm. Whether you use it is up to you.

The next three pictures show the Lamps, LED, and HMDI Spots in two sizes, as well as Led, HDMI Halogen and KINO FLO, SoftBox, and clarifiers, Lestolite and Backdrop. In the middle photo below, there are the light directions, as well as windows and doors for adjusting the lights projected onto the site. As you can see from the lights, blue represents 5600K and yellow represents 3200K. You can see that there is a spot, scattered and narrowed, as well as the bulk light direction used for clarification. The last ICON tab shows the icons showing the different movement directions.



Selecting the ICON is always inserted on the picture by pushing the selected ICON on the opened line, which you can enlarge and position with two fingers. When you put an ICON on the image, the DELETE ICON will appear at the top next to the PDF ICON. With this, you can delete the given ICON if you want to place another one on the picture. The DELETE ICON is always displayed only if an ICON on the image is selected.

The SCREENPLAY WINDOW on the SCRIPT page is not the same as the SCREENPLAY WRITE window. From the SCRIPT page, if you zoom in, you can read it, if you push it, the one page that can be seen on the SCRIPT page will open. Here you can color the text in red, green, and blue. With this, you can mark the script text of the image in the CAMERA PLAN window with colors. Here is the explanation of why the data in the CAMERA PLAN windows are indicated in three colors. This coloring also appears in SCREENPLAY WRITE. Here you can say to which picture the scene and dialogue you want to film will belong, etc. Also, if there is a change, you can cross out, underline, or highlight the text here. There is no need to enter the SCREENPLAY WRITE function.

IMPORTANT! Here, we cannot write into our script, we can only make markings, which can be found faster within the SCREENPLAY WRITE function.



It is possible to use the red, green, and blue markings more than once. This will not necessarily mean that you will want to cut back to that camera plan - because this is also possible if you want to film a dialogue with 3 cameras at the same time - but it can also indicate that the sequences of images will continue on the imported pages of CINEMATOGRAPHY CARD in the red, green, and blue. That is, if red, green and blue appear three times, it means that you will be able to assign 2 CINEMATOGRAPHY CARD pages to the scenario. Thus, the script page will consist of 3 SCRIPT pages.

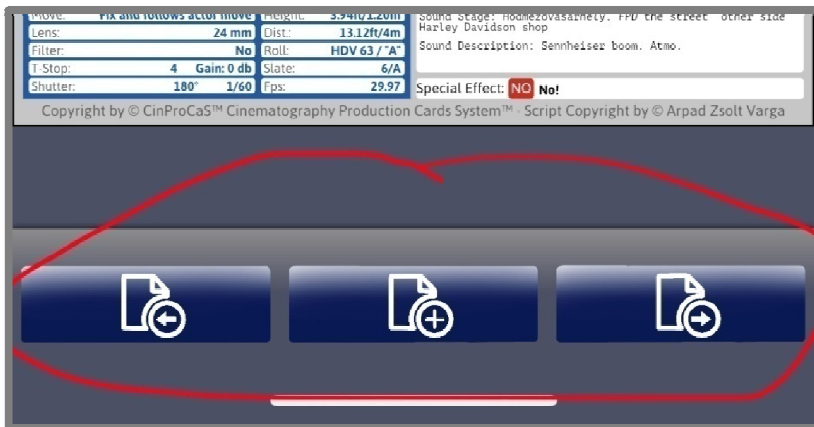
The SOUND STAGE and SOUND DESCRIPTION windows, as well as the SPECIAL EFFECT WINDOWS, are windows suitable for entering text. Only plain text can be entered here. As you can see in the photo, the character counter ensures that the text to be written out reaches the window. It is opened at the bottom of the SCRIPT page if you click on the white SOUND STAGE field.

The SPECIAL EFFECT can be marked as to whether it will be used or not. This will turn red when selected. If so, then we have the option to indicate with a few words, for example, GREEN screen or CGI effect. But you can enter here if it is raining, or if there is a fire or an explosion in the picture.

SOUND STAGE denotes the shooting location. It can be a studio or a street address. The SOUND DESCRIPTION gives the sound mixer an indication of what recording option you want from him/her. This is always decided by the sound mixer, but you can indicate what you think. The exact planning of the sound will be the task of the sound mixer.



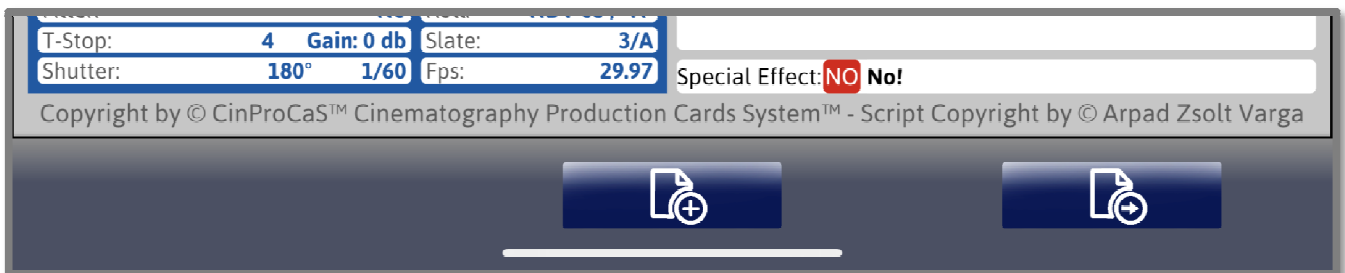
PLUS PAGE, NEXT PAGE BUTTONS can be found at the bottom of every **SCRIPT** page.



Using the **BACK BUTTON** (first button on the left in the picture): if you want to turn the page back within the open **SCRIPT** pages, you can do so. There is no need to close the **SCRIPT** page and switch to another one. **STEP FORWARD** is the function of scrolling forward, but with this, you can also create new pages.

If there are 12 Script pages, the Application will automatically offer **SCRIPT No. 13**, **SCREENPLAY PAGE No. 13**, **SCENE No. 13**, which numbers can be rewritten to arbitrary numbers, except for **SCRIPT No.** By pressing "Add", the app will create a completely blank page, there will be no data in it. The middle + **PAGE BUTTON** differs from this, which transfers the basic data from a completely filled **SCRIPT** page so that you can work with it continuously. In addition, the app also transfers the **LIGHTING PLAN** drawing and the information entered in the **SOUND DESCRIPTION** window. In other words, the app transfers all data, except for the photos of the **CAMERA PLAN** window and the descriptions associated with the window. After all, the implementation of the given scene will be continued from a different camera angle, probably with different camera settings. We added this feature so that you don't have to draw the same **LIGHTING PLAN** again if the same scene continues on the next page.

LEGAL NOTICE - WHICH CAN BE FOUND AT THE BOTTOM OF EACH SCRIPT PAGE - AND DATA ENCRYPTION AND SECURITY.



At the bottom of each Script page is displayed the information displaying the Right Ownership. This includes:

Copyright by© CinProCaS™ Cinematography Production Cards System™ - Script Copyright by© (subscriber name or email address).

Its meaning is as follows. The Application, the shape, the form are fully copyrighted, the copyright owner of which is CinProCaS™ - Cinematography Production Card System™. The Content, i.e. the content of the Script (page), Copyright belongs to the subscriber, i.e. the owner of the email address.

This also provides legal protection for the content of the page, which is why it is indicated on every page. It is very important to interpret the two rights separately, since the content always belongs to the author, while the given form is the copyright of CinProCaS™. With the subscription, CinProCaS™ provides the form for the content, which is not accompanied by the copyright. This is displayed not only within the

Application but also on all PDF Export pages. The owner of the email address can confirm that the entered content is owned by him/her and was created by him/her. Therefore, it is important that everyone subscribes with their own email address, as this also provides copyright protection to the content producer. In the event of a legal dispute, the owner of the email address can prove that the given content was created by him/her.

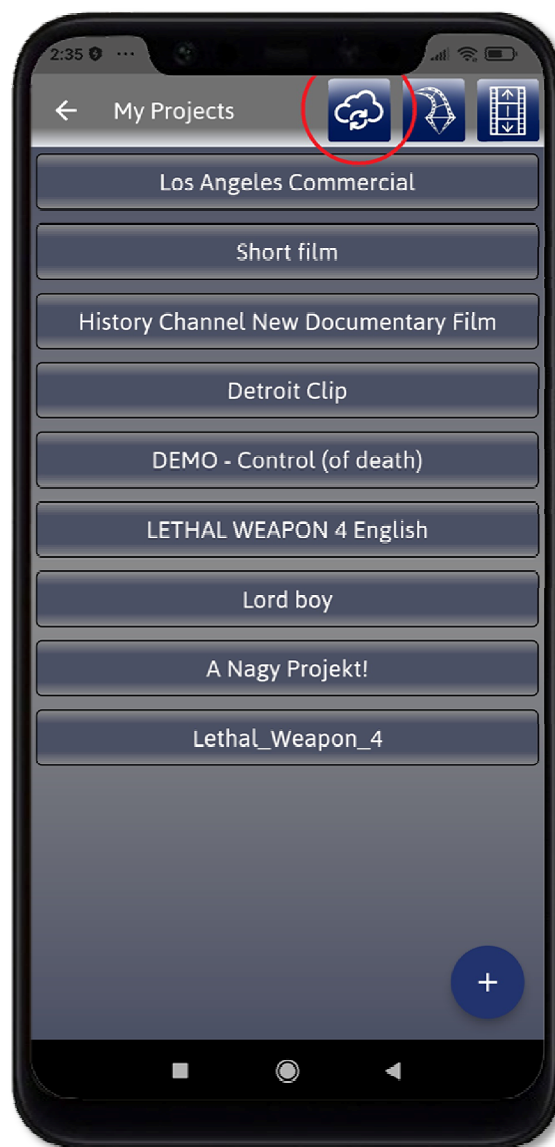
IMPORTANT! Currently, this cannot be copied or rewritten within the application either! It is generated from the subscriber's email address or name and is included in the content of the page. If the name is enabled in the email address settings, it will appear after Script Copyright by ©. If not, the email address is displayed. (Please check this function when setting up your email account.)

If the email address is set so that neither the email address nor the name is visible, you cannot subscribe, as a subscription cannot be linked to an invisible account.

DATA ENCRYPTION - DATA SYNCHRONIZATION

The specified email address is also the main element of the content-encryption since the entered content is encrypted with 256 AES encryption based on this and the uniquely entered 6-digit PIN code. A unique encryption key is created for each user, which is stored in Google's system, in the cloud (Cloud Firestore). The project ID code is generated by Firebase. Thus, if the user logs in on another device (we allow 5 devices), then the user can only open the projects downloaded from the cloud on their devices after data synchronization and entering the PIN code. The PIN code can be activated with a fingerprint or Face ID when logging in, but the Desktop version will ask for a PIN code. It is important to write down your PIN code on paper. FireBase data protection is provided by Google's system. Due to the unique encryption key, each user can only read, use and develop his/her own project. PDF Export offers the possibility to share. In addition to synchronizing data, all users should also save their completed projects to their Google Drive or any external device.

IMPORTANT! Always sync the change you made on the last device, and when you log in on the other device, start with the sync, so you can always keep working on the last change! The Application automatically saves all changes to your device, no separate save button is required. If you do not want to use the application on another device, synchronization to the cloud is not mandatory, the program also works offline.



The PIN code is only stored in the memory of the mobile device, which is immediately emptied when the user closes the app. So it is impossible to steal it because it is not stored anywhere. This information is also hidden from the admins, it is not uploaded to Firebase either. Logging in can be made easier with a fingerprint or FaceID, but just so you don't forget, the system will sometimes also ask for the PIN code.

IMPORTANT! The project ID code is generated by Firebase. What we see is the email address and the project address. We need to see the email address for registration. It is necessary for the subscription. The existence of the project address in the cloud is necessary because if you accidentally delete the project and request a restore, we can restore it to you within 7 days. After 7 days, the deleted project is permanently deleted. Of course, we can only restore it if you have synchronized your project in the cloud. If you accidentally deleted your work, write to us at support@cinprocas.com. Enter the email address of the subscriber and the address of the deleted project. We do not ask for any other data for the reset.

AES256 unique encryption and the USER's own unique PIN code (or FaceID, fingerprint) ensure the encryption of CinProCaS Inc. and the individual protection of data.

You will also find the Privacy Policy and Terms of Service at the end of the User Manual. Please read it carefully because there are also some restrictions regarding the use of the software!

CINEMATOGRAPHY CARD SCRIPT PAGE STRUCTURE - DIFFERENCES

The pictures show the pages of the CINEMATOGRAPHY CARD and the FILM PROJECT SCRIPT.

The difference can be seen not only in the color of the page but also in the section below the LIGHTING PLAN window on the right (marked with a red frame). Everything else is exactly the same on both sides.

On the FILM PROJECT SCRIPT page, you can read SCREENPLAY, which is the script of your film, while on the CINEMATOGRAPHY CARD page you can see the data required for lighting, lab, and coloring, and can be entered by entering text.



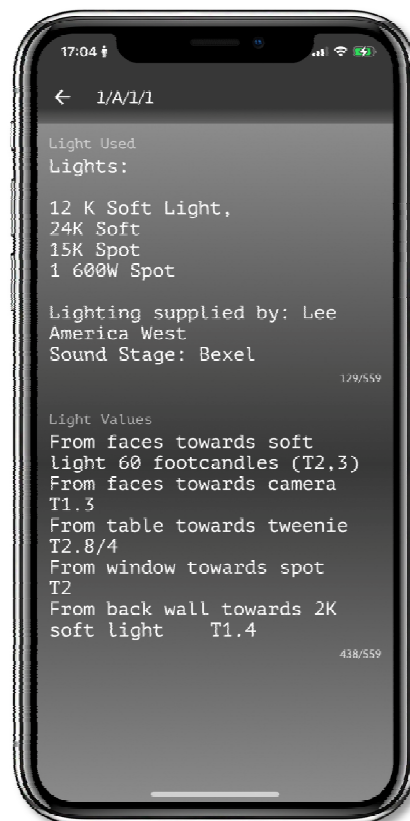
CINEMATOGRAPHY CARD - LIGHT USED AND LIGHT VALUES

The role of the Light Used window is to allow the Cinematographer to record the exact type of lights to be used on the shoot, which he/she has drawn in the Lighting Plan window. He/she can determine the list, number, and type of devices required for accurate lighting. The window allows you to enter a specific character in the 1.1.1 Application.

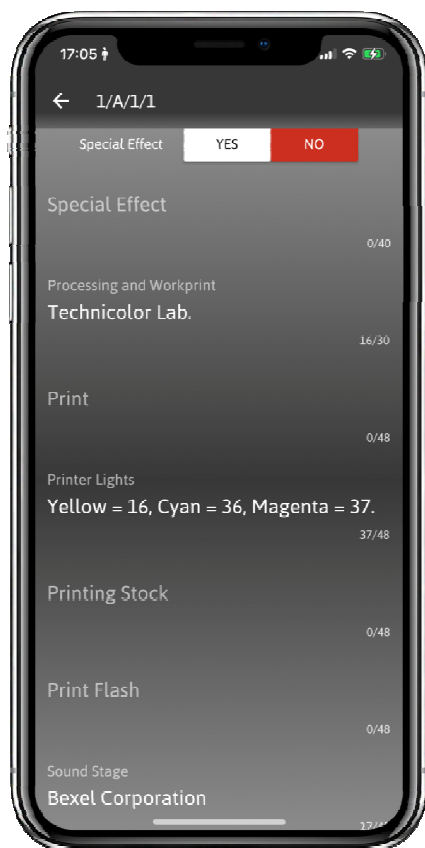
The data listed in this window is equally important to the Grip team, the gaffer, and the film production manager.

The role of the Light Values window is for the cinematographer to determine the light values for the characters, objects, and environment in the scene drawn in the Lighting Plan. You can enter what you want to measure in the plan, or - if you use it during filming - what values you measured with your light meter.

It is also important information for the Grip team, as it clarifies the light and atmosphere in which the cinematographer imagines the exposure of the scene.



THE CINEMATOGRAPHY CARD - PROCESSING AND WORKPRINT



SPECIAL EFFECT: with marking and description, the cinematographer can indicate here what effects he/she wants to use in the scene. It can be fire, water, rain, green or blue screen, or CGI effects, etc. you can enter here.

The main role of the Processing and workprint window is that if the film is prepared for film raw material, the cinematographer can determine the film development data and raw material information for the film lab. If the film is made on a digital system, you can provide the data to the Colorist and the film editor. Here, the cinematographer can enter data related to the film's color, brightness, contrast, and Gamma value.

Here you can also enter the **SOUND STAGE** information, that is, what the shooting location will be if you do not use the **FILM PROJECT** page.

The **CINEMATOGRAPHY CARD** is basically a function that the film prepares for the cinematographer, setting the technical data of the film. And he/she can assign it to the **FILM PROJECT** as an extra page.

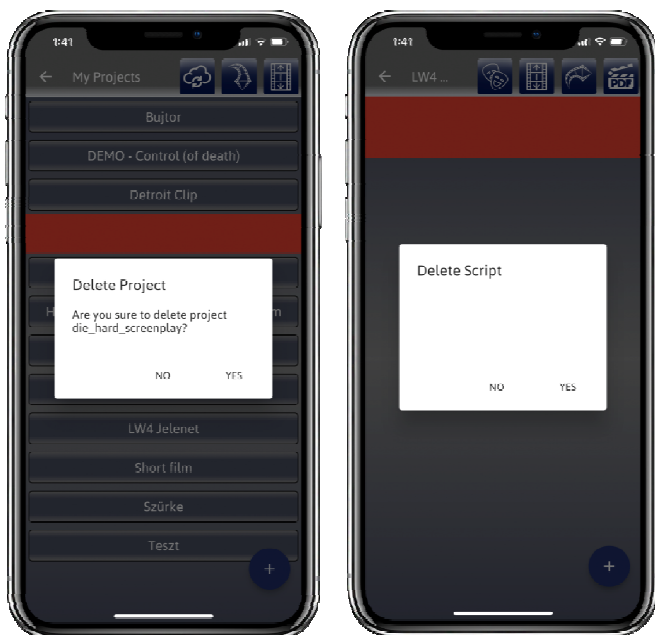
ARRANGEMENT - REPLACEMENT OF SCRIPT PAGES

You can sort the SCRIPT pages not only in ascending or descending order of date and Script No., but also if you want to change the order of the SCRIPT pages. It's important to note here that if you're importing a script, this feature won't work. After all, then the pages of the script would also have to be changed, which would cause confusion. If you are on the CINEMATOGRAPHY CARD page, you can always change the order there. In FILM PROJEKT, if you have not yet imported the screenplay and you will only start writing it later, or if you know that you will not use the SCREENPLAY WRITE function,

you can do it on the FILM PROJEKT page as well. It is very easy to move it: you hold down the selected SCRIPT sheet with your finger and as soon as the edge turns white, you move it up or down. As soon as you put it in its place, the numbering of the SCRIPT sheet will also change according to the given place. This way, you can create any sequence even if you want to swap two scenes or certain image sequences.



PROJECT DELETE AND RESET - SCRIPT PAGE DELETE



You can delete a Project by pushing it to the left of the screen. In this case, a warning will appear, and if you press the YES button, the Project will be deleted. **IMPORTANT!** If you have synchronized the Project with the cloud, deleted it, but changed your mind, you must send us an email to the email address support@cinprocas.com. In the email, write us the subscriber's email address, name, and address of the deleted project. We can get it back to you within seven days. At the end of the seven days, the deleted project is permanently deleted from the cloud. If you haven't synchronized it with the cloud, the deleted project cannot be restored, because it was only stored on your device!

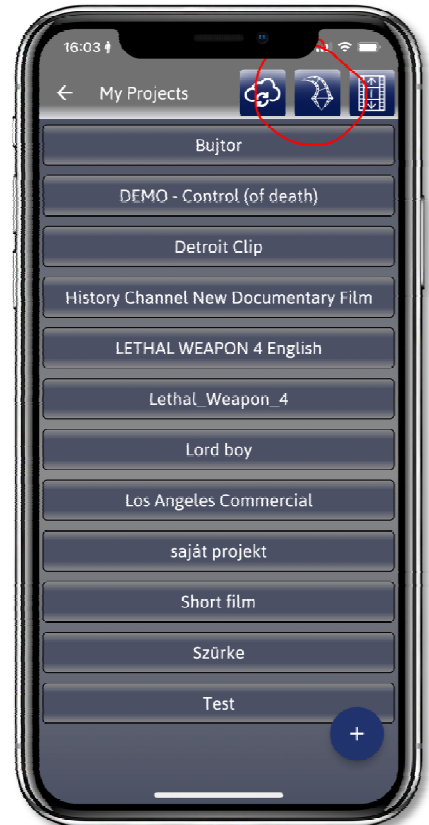
SCRIPT pages are deleted in the same way by shifting to the left. The deleted SCRIPT page cannot be restored!

THE PROJECT IMPORT FUNCTION

When entering FILM PROJECT, the second icon in the top row is PDF and PROJECT IMPORT. Importing the Script from PDF IMPORT has already been described on page 9. PROJECT IMPORT is a function for re-importing previously exported projects. It is important to note here that the CinProCaS Application can also import the FilmProCaS Application export, that is, you can read not only your previously exported CinProCaS projects but also the FilmProCaS Application projects.

The essence of Project Import is that if for some reason you were unable to finish your Project and you wish to deal with it at a later date, you still have the opportunity to continue.

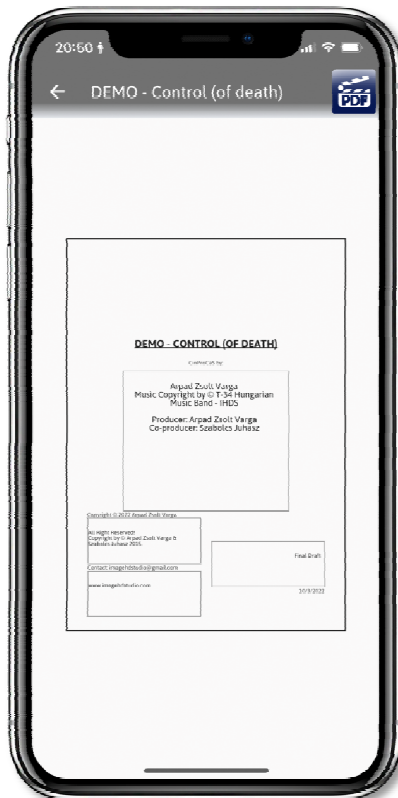
IMPORTANT! We recommend that everyone export their own projects when they are ready and save them to their own Google Drive or Dropbox account, or to their computer or mobile phone. In all cases, the saved file is saved with the Project title and .cinprocas file extension. **IMPORTANT!** The saved project can only be imported by the owner of the project, and knowledge of the PIN code is also required because without it the Project import will not be successful.



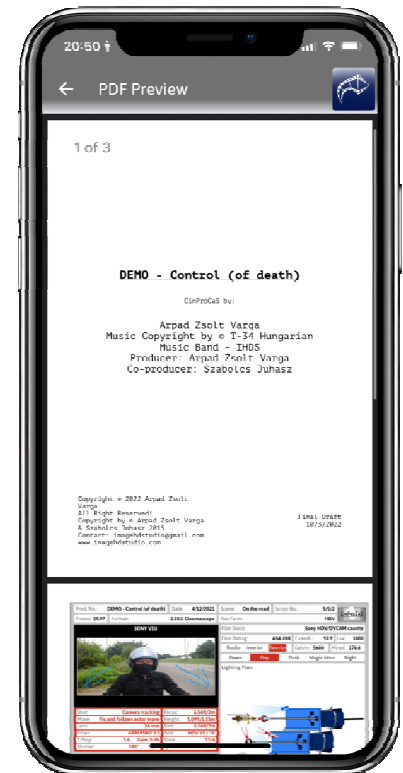
PROJECT EXPORT AND PDF EXPORT FUNCTIONS

Project Export, as shown in the picture below, is available from the SCRIPT list. We have the option to export the entire project or only certain SCRIPT pages. The same can be applied to the PDF Export. We have the option to create a PDF Export by selecting only a few SCRIPT pages or to create a complete PDF file from the entire Project. The order of the SCRIPT pages can be adjusted using the SORT button based on ascending or descending SCRIPT No. The order can be sorted by date too in descending or ascending order. From within the SCRIPT page, the LIGHTING PLAN can be exported in PDF format. **IMPORTANT!** We can export to the locations used and set on our mobile, for example, we can send the PDF Project to email, Google Drive, Dropbox, or any storage location set on our device.

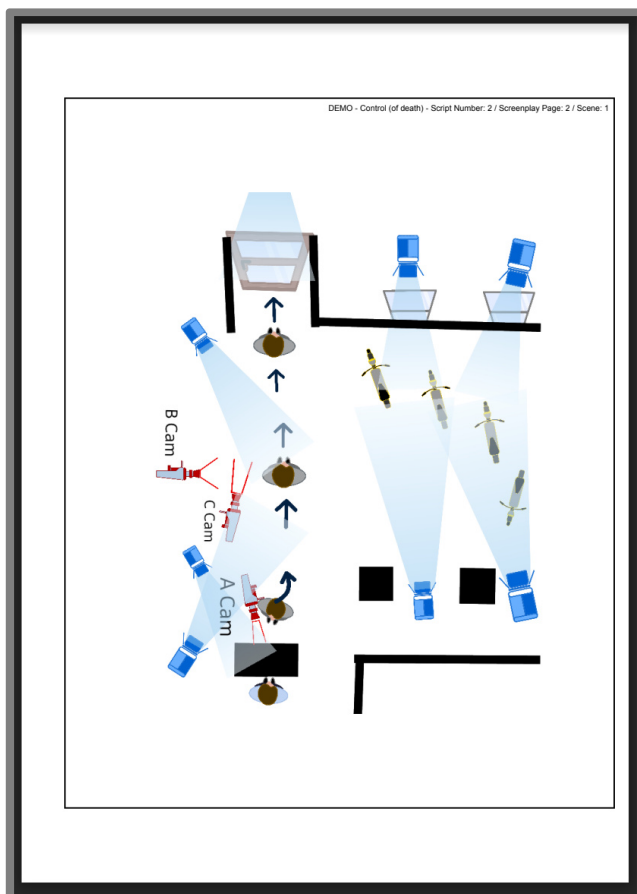




In the case of PDF Export, a so-called "cover page" will appear (on the left), which will be the first page of the script. This is not a numbered page, but it is important to fill it out! The title of the Project will be the title of your movie, this cannot be changed in version 1.1.1. Underneath, "CinProCaS by:" indicates that the person who reads it will not only see a standard script but a CinProCaS film plan, which is much more detailed than any other script he has ever held. Copyright by: the author, that is, the email address or name at the bottom of the SCRIPT pages, "contact" is also the email address, and here you can enter a phone number,



other contact information, or the name of the studio for whom you made the film plan. On the right side of the "cover" is the number of the version, "Final Draft", i.e. final, or only the first, second, fifth transcript, etc. In addition, the date of that day is visible, which cannot be changed either.



IMPORTANT! The time it takes to create a PDF export varies. It depends on the device, the number of pages, the quality, and quantity of photos, etc. Therefore, if you export more than 10 pages, the application will display a warning sign indicating that the PDF export may take some time, do you want to work on it? It is therefore advisable to start PDF Export when your device has time to work on it. Exporting a 120-page CinProCaS scenario fully filled out and full of photos can take 20-25 minutes. Therefore, in the case of PDF Export, always think about when you start it.

LIGHTING PLAN PDF Export is much faster as you only need to create a single page, so it's done in seconds. It displays our **LIGHTING PLAN** drawing rotated in A4 size. It also displays the data of the **SCRIPT** page at the top so that you can identify which scene it belongs to.

USER DELETE AND THE CANCEL SUBSCRIPTION FUNCTION



On the MAIN page, the MENU button is available at the top right. Here, if you can't find something, you can visit the website or review the Terms of Service and the Privacy Policy. But here it is possible to contact us and the creators by email, and here you can cancel your subscription, which lasts for 30 days from the last subscription. The subscription automatically renews itself, which Google Play and the Apple Store will always send you a notification about. If your subscription has been deducted, but 30 days have not yet passed, you can continue working with the application for the remaining days. Once you reach 30 days, the system will warn you for days 31, 32, and 33, and then switch to Demo mode. You can see your projects for another 14 days, but you cannot make changes to them unless you subscribe again. If the 14 days pass and you haven't subscribed, your projects will disappear from your device. If you have synchronized with the cloud, your projects will remain there for another 6 months, and if you do not subscribe again during the 6 months, your projects and user account will be deleted.

If you subscribe again within 6 months, you can download your projects from the cloud and continue working on them. However, if the user wants to permanently cancel the subscription and delete him/herself and his/her projects for any reason, he/she can do so with the "Delete User" button. In this case, all data will be deleted immediately.

THE DESKTOP VERSION

The Desktop version is free to download and use when you subscribe to 1.1.1.

Starting with 2.0.0, you will need a subscription, because many extra services will be included from then on. CinProCaS 1.1.1. or a later subscription is required to download the Desktop version, which is available at <https://www.cinprocas.com/desktop-email-check/>.

IMPORTANT! To download the Desktop version, the system checks the email address. If the email address does not have a subscription, the system will not allow you to download the Desktop version and <https://www.cinprocas.com/desktop-email-check-with-error/> page or navigate to the website <https://www.cinprocas.com/information/>. If you have a subscription and the system does not allow you to download, please write to us at support@cinprocas.com. We will check the download error. When you have



downloaded the Desktop version and logged in, it is **IMPORTANT** that you first synchronize with the cloud, so that your projects created on your mobile, which you have uploaded to the cloud, are downloaded to your computer. **VERY IMPORTANT!** In any case, if you work on several devices, SYNC should be your last move, and when you log in on another device, SYNC should be the first!

Because if you synchronize the projects in the cloud and you haven't uploaded the previous changes, they will be deleted within the projects. In any case, please think the process of SYNCHRONIZATION through.



The specialty of the Desktop version is that it uses the entire image, that is, the left side of the SCRIPT page opens to the left, and the windows on the right side open to the right. In this way, you can work comfortably and simultaneously on image cutouts, technical data, and the preparation of the LIGHTING PLAN on a completely transparent surface. In the mobile application, you can zoom in with two fingers, while in the DESKTOP version, on WINDOWS and macOS, you can zoom in and rotate the icons by pressing and moving the left SHIFT and left CTRL buttons + LEFT MOUSE. There is no need to save here either, the system automatically saves all your hits. With cloud synchronization, jobs can be transferred to your mobile device and continued there. Good luck!



Terms of Service

These Terms of Service are effective from 1 May 2022 ("**Terms**").

I. General terms, service provider

Please read these Terms carefully as they govern your use of CinProCaS, your interaction with our services, any websites we own or operate and any purchases made regarding CinProCaS ("**Product**").

These Terms are entered into between you and the service provider, Cinematography Production Cards System Incorporated (690 Main street #1029 Safety Harbor, FL US 34695). Cinematography Production Cards System Incorporated is referred to as "CinProCaS Inc." or "we" in these Terms.

By using our Product, you are agreeing to these Terms – without agreeing to these Terms you may not use our Product. CinProCaS Inc. reserves the right to modify these Terms unilaterally. Should these Terms be modified by us, we will notify you in the Product. Continued use of the Product means that the modified Terms will apply to you.

If you breach these Terms, we may take action against you, including but not limited to terminating your account. In case of termination due to breach of Terms, CinProCaS Inc. will not be held reliable for any loss due to termination, nor will we reimburse or refund any services lost.

These Terms constitute the entire and exclusive agreement between CinProCaS Inc. and you regarding the Product. These Terms supersede and replace all prior agreements between CinProCaS Inc. and you regarding the Product.

If any provision of these Terms is held invalid or unenforceable, that provision will be enforced to the maximum extent permissible and the other provisions of these Terms will remain in full force and effect. You may not assign or transfer these Terms, by operation of law or otherwise, without prior written consent from CinProCaS Inc. – any attempts to assign or transfer these Terms without such consent are invalid. CinProCaS Inc. may freely assign or transfer these Terms without restriction, and the transferor or assignor shall not remain jointly or severally liable.

Neither CinProCaS Inc. nor any other party involved in creating, producing, or delivering the Product shall be liable for any damages, injuries, nonperformance or delay in performance by reason of any act of God, weather, fire, flood, acts of terror or foreign enemy, network failure, governmental order or regulation, trade dispute, or any other cause beyond its respective control. The Product may contain links to third-party websites or resources, not operated or controlled by us. These links are provided as a convenience only, and CinProCaS Inc. assumes no responsibility for those websites or resources displayed.

Any notices or other communications provided by CinProCaS Inc. under these Terms, including those regarding the modification of these Terms, will be given via email or through the Product. For notices made by email, the date of receipt will be considered the date on which the notice email is transmitted to the email address provided by you.

Any failure or delay on the part of CinProCaS Inc. to enforce any right or provision of these Terms will not be considered a waiver of such right or provision. The waiver of any right or

provision under these Terms shall only be effective in writing and signed by a duly authorized representative of CinProCaS Inc.

If you have any questions about these Terms, please contact CinProCaS Inc. at cinprocasinfo@gmail.com or 690 Main street #1029 Safety Harbor, FL US 34695

II. Your data

To provide our Product, we need information about you, and we only use your information where we have a legal basis to do so. Please refer to our Privacy Policy to help you understand what information we collect, how we use it and what choices you have when you use our Product.

III. Use of the Product

1. Registration

Your use of the Product requires an account created in CinProCaS, access to a supported device and an active internet connection. You can create an account by using your existing Google account, Apple ID or creating abespoke account with your email address and a password provided during registration. You agree that you will not disclose your account password to anyone and will notify us immediately of any unauthorized use of your account. We take our information security obligations seriously; however, you are solely responsible for all activities occurring under your account, regardless of who is acting on the account. Your account is tied to either an existing Google account or a created email address and password combination – anyone in possession of these may be able to access your CinProCaS account. CinProCaS Inc. shall not be held liable for any damages resulting from the provision of false or erroneous data – including your email address.

During first startup of the Product on the user's device a prompt will appear to provide a 6 digit unique PIN. This PIN will then be required on every further startup of the Product on that device, without it access to the Product is denied. This PIN is in no way stored or accessed by CinProCaS Inc., it is read from encrypted device memory. Should the user forget or lose their PIN, CinProCaS Inc. is unable to help with restoring it.

2. Account termination

We may suspend or terminate your access to and use of the Product at our sole discretion at any time after written notice to you, in which we detail the suspected violation and provide steps to remedy the situation or contact us.

If your account subscription is expired for more than 6 months your account will be terminated and the connected user information irretrievably deleted.

You may terminate your account at any time through the Product.

3. Appropriate use

In conjunction with your use of the Product you also agree that in creating your user data it is your responsibility to act in accordance with applicable law. You understand that CinProCaS Inc. cannot monitor encrypted user information and thus may not monitor or moderate user content.

IV. License to use

Subject to your compliance with these Terms, CinProCaS Inc. grants you a limited, nonexclusive, nontransferable, non-sublicensable license to download and install a copy of CinProCaS on up to 5 devices and to use CinProCaS for personal or commercial purposes. Except where permitted under applicable law, you may not copy, modify or create derivative works based on CinProCaS, distribute, transfer, sublicense, lease, lend or rent CinProCaS to any third-party, reverse engineer, decompile or disassemble CinProCaS. This protection extends to all functionalities of the Product. It shall be noted that CinProCaS Inc. cannot access user data generated or stored in the Product, nor does CinProCaS Inc. claim any right of ownership or right to use user data. CinProCaS Inc.'s legal rights extend to the protection of the Product as provided by CinProCaS Inc.; however, all user generated or stored information in the Product is exclusively owned by the user and CinProCaS Inc. may not inspect, analyze, use or sell user generated or stored information. User data is protected by industry standard encryption. CinProCaS Inc. has no access to encrypted user data nor may it provide access to third parties.

The CinProCaS Products requires a monthly subscription for full functionality use. Subscriptions expire 30 days after the day of purchase, however without express cancellation by the user the subscription is renewed automatically at the end of the billing period. Without an active subscription the Product is usable in demo mode only. In demo mode all Product features are available to try, however changes made to projects are not saved. In demo mode your previously created and saved projects are kept intact and are viewable for 14 day, but edits cannot be saved. If you do not renew your subscription within 14 days of expiry your previously saved projects are automatically deleted.

The CinProCaS Products require an online connection to the CinProCaS Inc. servers at least every 30 days in order to check subscription status. Should the Products fail to establish an online connection with the servers within 30 days they will automatically switch to demo mode.

Projects deleted (either by the user or automatically) may be restored by CinProCaS Inc. within 7 days from deletion. Project restore may be requested by the creating user by submitting their email address and the title of the deleted project. CinProCaS Inc. cannot access the contents of deleted projects, nor projects during restoration (due to encryption) – restored projects can only be accessed by the creating user.

Subscription to the CinProCaS mobile application also allows you to download and install a copy of CinProCaS to a desktop computer. The desktop application is usable with the same Google account or email address and password that you registered for the mobile application. The desktop application is provided with the same terms and conditions as the mobile application. Please note that starting with version 2.0.0 the desktop application will not be bundled for free with the mobile application subscription and will require a separate subscription.

V. Content rights

Subject to your compliance with these Terms, CinProCaS Inc. grants you a nonexclusive, nontransferable, nonsublicensable, revocable, limited license to download, view, display and use CinProCaS solely for your permitted use. All text, software, scripts, graphics, photos, sounds, music, videos, combinations, communications, interactive features, works of authorship of any kind and information or other materials that are provided by CinProCaS Inc. are owned by CinProCaS Inc.

Any Content a user of CinProCaS generates or stores in the Product is considered user content (“**User Content**”).

By using CinProCaS you consent to the following:

- projects printed from CinProCaS will bear the CinProCaS Inc. logo and company name on the top and bottom of the page
- if your film project is made with the use of CinProCaS you are required to place “**This project was made with CinProCaS**” at the end of the film credits.
- If your film project is made with the use of CinProCaS and the production budget exceeds 1 million USD you are required to place “**This project was made with CinProCaS**” at the end of the film credits along with the CinProCaS Inc. logo. In this case you are also required to notify CinProCaS Inc. about the title of the film, the name of the production company, the distributor, the producer, the director and the main cast, and the date of the premier. The CinProCaS Inc. logo may be downloaded from <https://www.cinprocas.com/faq-help/>

CinProCaS Inc. has no monetary or other claims regarding projects made with CinProCaS beyond what is detailed in these Terms.

VI. Disclaimer of warranty

The Product is provided by CinProCaS Inc. “as is”, without warranty of any kind. Without limiting the foregoing, CinProCaS Inc. makes no claims of merchantability, fitness for a particular purpose, enjoyment, noninfringement. CinProCaS Inc. makes no claims that the Product will meet any requirements, or be available on an uninterrupted, secure, or error-free basis.

CinProCaS Inc. is not responsible for the availability or quality of third-party services, including cell phone networks, hotspots, wireless internet, and other services. Such third-party services may affect your ability to utilize the Product, and you hereby waive and release CinProCaS Inc. and any other party involved in creating, producing, or delivering the Product from all claims, demands, causes of action, damages, losses, expenses or liability which may arise out of, result from, or relate in any way to such third-party services.

VII. Limitation of liability

CinProCaS Inc. shall only be held liable for damages caused intentionally or gross negligence on its part.

To the fullest extent permitted under applicable law, neither CinProCaS Inc. nor all other parties involved in creating, producing or delivering the Product will be liable for any indirect, incidental, special, punitive, exemplary or consequential damages, including but not limited to lost profits, loss of data or goodwill, service interruption, device damage, system failure, cost of substitute services, arising out of or in connection with the use of or inability to use the Product— whether based on warranty, contract, tort, negligence, product liability or any other legal construct, with no regards to whether CinProCaS Inc.

was advised of the possibility of such damages. To the fullest extent permitted under applicable law, under no circumstances shall CinProCaS Inc.'s liability exceed the value of your transactions in using the Product.

The exclusion of liabilities set forth above are fundamental elements of the agreement between CinProCaS Inc. and you. Should you choose not to accept the above limitation of liability, you may not use our Product. Use of our Product means you agree to these Terms and the limitation of liability set forth above.

VIII. Complaint management

Complaints about the Product may be communicated in writing to CinProCaS Inc. in writing at cinprocasinfo@gmail.com or 690 Main street #1029 Safety Harbor, FL US 34695. CinProCaS Inc. is required to investigate and respond to the merits of the complaint in writing.

Privacy Policy

This Privacy Policy is effective from 1 May 2022 (“**Policy**”).

Overview

CinProCaS Inc. collects the minimum possible Personal Data in order to provide services to you. This Privacy Policy details all cases and processes related to the collection of your Personal Data. When using our services you will be prompted to provide us with certain personally identifiable information that can be used to contact or identify you. With your express permission we will manage the following Personal Data:

- Your first and last name
- Your email address
- Your Google/Apple unique ID (if you sign up using their authentication services)
- Usage cookies on our website

The managed Personal Data may be used for the following purposes but only as specified in this Privacy Policy:

- To provide and maintain our services
- To notify you about changes to our services
- To provide customer support
- To gather analysis or valuable information so that we can improve
- To monitor the usage of our services
- To detect, prevent and address technical issues

IX. Introduction

This Privacy Policy will help you understand what information we collect, how we use it and what choices you have during your use of CinProCaS, your interaction with our services, any websites we own or operate and any purchases made regarding CinProCaS (“**Product**”).

This Privacy Policy complements our Terms of Service which set out the agreement between you and Cinematography Production Cards System Incorporated (“**CinProCaS Inc.**”). By using our Product, you agree to this Policy– without agreeing to this Policy you may not use our Product. CinProCaS Inc. reserves the right to modify this Policy unilaterally. Should this Policy be modified by us, we will notify you in the Product. Continued use of the Product means that the modified Policy will apply to you.

CinProCaS Inc. (690 Main street #1029 Safety Harbor, FL US 34695) is the data controller responsible for maintaining and enforcing this Privacy Policy and ensuring the safety of your private data. If you have any questions or comments regarding this Policy, you may contact CinProCaS Inc. at: cinprocasinfo@gmail.com Cinematography Production Cards System Incorporated is referred to as “CinProCaS Inc.” or “we” in this Policy.

X. Information we collect and use

This Privacy Policy covers our use of any identifying information (“**Personal Data**”) we may collect about you during your use of our Product. We need to collect this information to provide the Product to you as outlined in the Terms of Service.

The following Personal Data is collected about you by us:

- When you register for our Product, you give us Personal Data voluntarily. We collect and use that information to authenticate you when you register an account and use the Product, to make sure you are eligible to receive the Product. During registration you may either use your pre-existing Google account, Apple ID or create a bespoke account with your email address and a password. Using your pre-existing Google account or Apple ID with its external single sign-on service means your data is subject to Google’s or Apple’s applicable privacy policy and your privacy settings with Google or Apple.
 - If you choose to link your Google account to our Product, we will collect the email address provided by Google and an authentication token provided by Google as well as your name if your privacy settings allow us to access it. Google may notify you that additional information is accessible by us in your profile, however CinProCaS Inc. does not collect any more information than what is described in this Policy.
 - If you choose to link your Apple ID to our Product, we will collect email address provided by Apple and an authentication token provided by Apple as well as your name if your privacy settings allow us to access it. Apple may notify you that additional information is accessible by us in your profile, however CinProCaS Inc. does not collect any more information than what is described in this Policy.
 - If you choose to create a bespoke account – or your Google privacy settings restrict our access – you will have to provide a valid email address and a password.
 - Data collected during registration is stored until your account is deleted. You may request to have your account deleted or the data provided during registration modified at any time.
- When you make a purchase through the Product (in-app purchase) additional Personal Data may be provided to us by the payment provider. This data may include your name, mailing address, phone number, country of residence, date of birth and email address. This data is subject to the privacy policy of the Google Play Store or the Apple App Store – depending on your system of choice. Your payment data (credit card number, financial information) is never shared with or collected by us.
- When you visit our website www.cinprocas.com you will see an information banner regarding the use of cookies. These cookies are utilized by WordPress, our website engine. CinProCaS Inc. does not collect or store any information with the use of cookies.

Your Personal Data is used for the following additional purposes:

- We may use your email address to communicate with you and provide support.

- We may use your email address to share updates and news about our Product with you. This feature is optional and is only used if you expressly sign up for email updates.

XI. Information we share about you

CinProCaS Inc. does not mine, share or sell your Personal Data to third parties. Your data is stored in Google Firebase which is required to provide the Product to you. This data is only used to provide the Product to you, and Google Firebase may not use or disclose your Personal Data for any other purpose. For more information and for the terms of service of Google Firebase please visit <https://firebase.google.com>.

All user data created using the Product or uploaded to it is safely stored in Firebase, encrypted with the AES protocol. CinProCaS Inc. does not have the decryption keys for the user data, therefore we can never access user created information. User data within the Product is stored in “projects”. These projects cannot be accessed by CinProCaS Inc. Only the following user information is logged:

- device operating system version and device make (in order to manage connected devices – max 5)
- application version number
- last login date
- last project edit date, the title of the edited project

We may also cooperate with government and law enforcement officials to comply with the law. We only share information about you to government or law enforcement officials to respond to legal claims, to protect our or your rights and safety and to investigate, prevent and stop any activity that we consider illegal, unethical or legally questionable. As detailed above, unless otherwise noted in this Policy, CinProCaS Inc. encrypts user data therefore legal compliance can only extend to the sharing of the encrypted files –CinProCaS Inc. has no ability to decrypt encrypted user information, the encryption keys are tied to the user accounts.

XII. How your data is stored

CinProCaS Inc. operates within the United States of America, however due to the general infrastructure of the internet, your data may be transferred to and stored in a country other than your residence. Wherever your data is transferred to or stored we will provide a similar degree of protection as required by your country of residence. For residents of the European Union (or the European Economic Area) this means the degree of protection provided by EU Regulation 2016/679 the General Data Protection Regulation (GDPR).

We take all reasonable measures to secure and protect your Personal Data from accidental loss, unauthorized access or use, improper alteration, or disclosure. Your unencrypted Personal Data is only accessible by CinProCaS Inc. and parties necessarily involved in creating, producing, or delivering the Product. Your encrypted Personal Data is only accessible by your user account. All handling of your Personal Data is subject to this Policy regardless of the data handler. CinProCaS Inc. is legally required to notify you in case your Personal Data is lost, breached, or mishandled.

XIII. Your rights over your data

You may at any time:

- request access to all Personal Data we store about you
- delete or correct your Personal Data
- ask us to stop using your Personal Data and request it deleted
- file a complaint with a regulatory agency

To exercise your rights, you may:

- where applicable use the options provided to you within the Product
- contact us at cinprocasinfo@gmail.com

XIV. Third party access

During your use of our Product you may access links to third party websites or resources, not operated or controlled by CinProCaS Inc.

Any information you provide to third party services or that is collected by these services are subject to the respective party's privacy policy. CinProCaS Inc. assumes no responsibility for the content, privacy, policy, or security of any third-party services.

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email: info@cinprocas.com cinprocasinfo@gmail.com

**Cím: CinProCaS Inc. 690 Main street #1029 Safety Harbor, FL US 34695
Website: <http://www.cinprocas.com>**