

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	2026-10-05

01 Use the working sheet

3 CHECKS

- ☐ Start with a copy of this sheet.
The editable workbook includes instructions, clearly labelled MOCK examples and blank rows for your actual work.
- ☐ Record the source timestamp or recording identifier before writing the decision.
An exact reference lets another reviewer find the same moment rather than guessing which cut you mean.
- ☐ Keep the verification note with the decision.
Close the item only after checking the exported version, not just the edit instructions.

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. Its rows marked MOCK only show the format.

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](#)

30 free editing minutes when you sign up

<https://studio2.itskaivalya.com/signup?src=resource-b-roll-shot-list>



SCAN TO OPEN