Screening Playback Incident Log

Capture the interruption and record recovery attempts

Use one log per incident. Enter unknown when the crew cannot verify a field.

Interruption

Incident ID

Film / filename and version

Room clock

Film time or last verified cue

Witness position

Restart decision owner

Observed symptom and audience impact

Active picture input, sound output and caption track

Recovery attempts

Replay cue on the original setup and result

Change 1. Before, after, operator and replay result

Change 2 or fallback file. Before, after and replay result

Screening Playback Incident Log

Verify the restart and close the record

Use the same incident ID. Check the audience position that reported the problem.

Restart

Incident ID

Restart time and scene cue

Playback filename / version

Operator and restart decision owner

Picture route, sound output and caption track at restart

Witness seat and observed picture, sound and caption result

Last cue verified after the fault

Recurrence room time / film time

Closeout

Status (recovered / deferred / skipped)

Follow-up owner and next check

Next program item and any unmet accessibility needs

Symptom, change and result. Include a link to crew notes if available.