HCC

Instructional Services · Media, Visual, and Performing Arts · Filmmaking

Directing for Film and Video-19654

FLMC-2334

RT 2022   Section 1   3 Credits   01/18/2022 to 05/15/2022   Modified 12/09/2021

🕐 Course Meetings

Course Modality

We are **IN-PERSON** (Hybrid/Lab). ***Attendance (80%) is required to pass this class!***

Meeting Days

Wednesday's

Meeting Times

6:00pm - 9:50pm

Meeting Location

B300 (Glass Fishbowl)

👤 Welcome and Instructor Information

Instructor: Jenny Waldo

Email: jennifer.waldo@hccs.edu
Website: https://www.jennywaldo.com/ (https://www.jennywaldo.com/)

What's Exciting About This Course

FLMC 2334 teaches the craft of directing - which raises a lot of questions about what a Director actually *does.* They seem to be everything to a film and yet, they can't possibly DO everything. So while there are many technical components and many roles that a Director oversees with the particular focus on *working with actors and developing your vision or style for your projects.*

In order to do either of these essentials, you need to ANALYZE your characters, your scenes, and your projects. So much of what a Director does is THINK. There's no way around it. You think and make decisions, and out of those two things, you get a movie.

Directing starts with YOU and so we will be focusing on what you can and will add that no one else can add to this industry!

My Personal Welcome

Over the years, I have specialized in being a producer/writer/director – meaning that I write my own material that I direct and I have the producing skills to put it together. I produce other filmmakers' work too and I'd love to direct someone else's script someday and I've also worked in every crew position at some point. There is knowledge to be gained from every perspective that will actually help in your specialization process. You find out not just what you like and don't like to do on set, but you find out why that job is important to the production process and that makes you a better filmmaker overall.

There's an old saying that in order to call yourself a filmmaker you need to MAKE FILMS. Many times in the "real world" we limit ourselves and get stuck because we don't have enough money or the right equipment or the right actors or the right location…and

then we don't have a movie. But if we focus on what we do have and what we can do and make a movie within those limitations, you end up with a movie. It might not be perfect, but it's something you can learn from, something you can show to others, and proof that you are indeed a filmmaker.

I recently finished my directorial debut feature film [Acid Test (https://www.acidtestfilm.com/)](https://www.acidtestfilm.com/)! COVID impacted it - slowing down my post timeline and making people unavailable as they get sick. We premiered the film in festivals and I'm learning all about distributing a feature film on a whole new level. It's very different than my experiences with shorts and from watching my friends distribute their features.

Everything that I learn I pass along to my students and I also always learn from my students. You bring different perspectives and understandings and abilities to the world. I look forward to working with you this semester!

Preferred Method of Contact

Email: [jennifer.waldo@hccs.edu. (mailto:jennifer.waldo@hccs.edu)](mailto:jennifer.waldo@hccs.edu) In case of an emergency or urgent issue, please text me using the cell number listed. I will respond to emails within 24 hours Monday through Friday; I will reply to weekend messages on Monday mornings. Go to the [CONTACT ME (https://eagleonline.hccs.edu/courses/185656/pages/contact-me)](https://eagleonline.hccs.edu/courses/185656/pages/contact-me) page for more info.

Office Hours

Mondays/Wednesdays 12pm-1pm; Tuesdays/Thursdays 12:30pm - 2pm
Online

Over zoom: [https://us02web.zoom.us/j/2770660046 (https://us02web.zoom.us/j/2770660046)](https://us02web.zoom.us/j/2770660046)

Meeting ID: 277 066 0046

In-person or outside of these days/times by appointment only. See [CONTACT ME! (https://eagleonline.hccs.edu/courses/170335/pages/contact-me)](https://eagleonline.hccs.edu/courses/170335/pages/contact-me) page to set something up.

🖥 Course Overview

Course Description

Analysis of directing styles to formulate a personal directing style. Includes directing a film or video production.

Requisites

RTVB 1321 TV Field Production, RTVB 1309 Audio/Radio Production I, RTVB 2330 Film and Video Editing, FLMC 1311 Survey of Motion Picture, RTVB 1329 Scriptwriting, RTVB 2337 Production Workshop, FLMC 1300 Production Management, FLMC 1304 Lighting

Recommended: FLMC 2335 Screenwriting, FLMC 2344 Advanced Film Editing, FLMC 2333 Cinematography

📊 Student Learning Outcomes and Objectives

Analyze the works of classic and contemporary directors; identify the skill sets of a director; and direct a crew and talent in a film or video production.

☰ Departmental Practices and Procedures

Safety Statement & Protocol

The safety of all our students, those involved in the student projects, and the general public, our department has instituted a Safety Statement and protocol for including hazardous shooting conditions in any student video assignments:

Under no circumstances is it permissible to film/tape scenes which put yourself, your cast, your crew, or the public in harm's way. Harm can be defined as physical, emotional, and/or mental damage.

Any projects that wish to contain the hazardous shooting conditions listed must obtain approval <u>before</u> production takes place.

- Weapons (even fake or toy ones)
- Stunts and fight scenes
- Fire (even candles)
- Animals (even bugs)
- Minors
- Nudity and scenes involving sex
- Driving
- Water and Rain
- Generators
- Explicit Language
- COVID/illness

<u>APPROVAL PROCESS</u>

Instructor approval: Discuss your story concept and ideas with your Instructor.

- Consider choices that can be made where things are <u>implied</u> through reactions, or sound effects rather than explicitly shown.
- Discuss with instructor how you plan to keep everyone safe from harm.
  - This might include providing storyboards, discussions with the production team, location agreement forms, and whatever the Instructor deems appropriate.
  - This may be a two-part process where you present your final plan for approval after discussion.
  - Any scenes including what appear to be weapons must have a Safety Officer on location.

With Instructor's approval, you may proceed according to your plan. To appeal the Instructor's decision, or if the Instructor wishes for Program Committee approval, please email Program Coordinator, Jenny Waldo at jennifer.waldo@hccs.edu for further instruction.

Please plan your time and project wisely! Failure to obtain approval will result in a <u>failing</u> grade for that project.

Equipment Orientation

In order to succeed in the Filmmaking Program, students should take advantage of the equipment and resources available for checkout and use.

ALL students must complete an Equipment Orientation for their classes EVERY SEMESTER in order to access the equipment and other resources like computers/editing labs.

Dates to access and complete Orientation will be announced. If you have any questions, you can discuss with your Instructor or with the Studio Manager, Misty Barham at [misty.barham@hccs.edu. (mailto:misty.barham@hccs.edu)](mailto:misty.barham@hccs.edu)

You MUST complete the Orientation by the current semester's deadline and fill out the Film Lab Agreement *or you will not be able to check out equipment or use the computer labs for the <u>entire</u> semester!*

📙 Instructional Materials and Resources

Instructional Materials

Canvas is our Learning Management System and has links and files for what we will be covering. However, there is a required textbook to supplement your learning. You will not be able to pass the quizzes without doing the reading. Luckily, this book is included with your tuition.

Film Directing Fundamentals

- **Author:** Nicholas Proferes
- **Publisher:** Routledge

- **ISBN:** 978-1-318-05291-8
- **Availability:** Inclusive Access, HCC Bookstore, Amazon

The book is required to complete the course, but is also not comprehensive to everything we will go over in class. Make sure to also read and review the supplemental material on Canvas.

Do not purchase a book or access code for this course. To enhance your learning experience and provide affordable access to the right course materials, this course is part of the HCC Textbook Savings program that provides inclusive access to course materials. You can easily access the required materials for this course at a discounted price, and you will benefit from single sign-on access with no codes required in Canvas.

You have already paid for your course materials through the registration process. The cost of digital course materials for this class were included in your student bill and are guaranteed to be the lowest cost available to purchase your required materials.

Your course materials for this class will be accessed digitally through this Canvas site using the [First Day (Inclusive Access) Course Material (https://eagleonline.hccs.edu/courses/185656/external_tools/42385)](https://eagleonline.hccs.edu/courses/185656/external_tools/42385) link in the menu on the left.

NO other purchase is necessary. For students who wish to have a printed copy of the text an optional print copy is available for purchase at the [HCC Online Bookstore (https://hccs.bncollege.com/shop/hccs-central/page/find-textbooks)](https://hccs.bncollege.com/shop/hccs-central/page/find-textbooks) after the Official Day of Record 1/31/22.

Opting Out

You may choose to opt-out of Inclusive Access prior to Census Date, but you will then be responsible for purchasing your course materials at the full retail price and access to your materials may be suspended. *Note: The course textbook is a required part of this class and curriculum and you will need to have access to it to successfully complete this course.*

Students who opt out will receive a credit to their student account within two weeks of the official day of record from the Bursars Office.

The Official Day of Record for this term is 1/31/22.

✔ Course Requirements

Assignments, Exams, and Activities

Type	Weight	Topic	Notes
General Assignments	15%		See the [Assignments (https://eagleonline.hccs.edu/courses/161950/assignments)](https://eagleonline.hccs.edu/courses/161950/assignments) tab for more info.
Film Reports	10%		See the [Assignments (https://eagleonline.hccs.edu/courses/161950/assignments)](https://eagleonline.hccs.edu/courses/161950/assignments) tab for more info.
Projects	45%		Implementing the Directing concepts we're learning through video projects is the goal and you will have multiple opportunities to do so. I encourage you to work together in Director/DP pairs, or acting in each other's projects, and you should also take advantage of Julye Newlin's TV Production Workshop class which is open to putting student projects into production. See the [Assignments (https://eagleonline.hccs.edu/courses/161950/assignments)](https://eagleonline.hccs.edu/courses/161950/assignments) tab for more info.
Quizzes	20%		There are several quizzes over the course of the semester but they are *open note/book* and comprehensive to all the material (including readings) for that topic. See the [Quizzes (https://eagleonline.hccs.edu/courses/161950/quizzes)](https://eagleonline.hccs.edu/courses/161950/quizzes) tab for more info.
Attendance/Participation	10%		See Attendance and Participation guidelines in the Syllabus for more information.
Extra Credit			Various Extra Credit assignments are available. **No more than 10 points (1 grade level) will be applied** and assessment of the points for each extra credit assignment completed are per the Instructor's discretion. See the [Assignments (https://eagleonline.hccs.edu/courses/161950/assignments)](https://eagleonline.hccs.edu/courses/161950/assignments) tab for more info.

Grading Formula

Grade	Range	Notes
A		
B		
C		
D		
F		

✳ Instructor's Practices and Procedures

Note that this "Course Syllabus" does not contain a week-by-week schedule. This can be found in the OTHER "Syllabus" tab (https://eagleonline.hccs.edu/courses/185656/assignments/syllabus) (sorry for the confusion) and remember that *all of this is subject to change*. Between hurricanes, freezes, and pandemics, we've had every semester interrupted by something so assignments change, some get moved or deleted, and that might effect grade weights listed here. The OTHER Syllabus tab will have the most up-to-date information on the schedule to reflect what's going on in class!

Incomplete Policy

If you stop showing up to class, turning in assignments, logging into Canvas, and responding to Instructor emails two weeks before the end of class, you will receive an "FX" grade with the last date that you attended. This will not effect your GPA.

Any student who encounters difficulties during the semester that prohibit them from completing the coursework but who want the opportunity to finish the work the following semester **must** get Instructor approval in order to receive an "Incomplete" grade for the semester. ***Note: You must have completed approximately 80% of the coursework by the end of the course in order to receive an Incomplete.***

A schedule for completing the work the following semester will be set up with the Instructor and if the materials are not received within that timeframe, the grade will automatically be converted to an "F" which will effect your GPA.

Missed Assignments/Make-Up Policy

Late work will be accepted until the last day of class: Wednesday, May 11th by 11:59pm. Any points is better than 0 points. That being said, *there is a grade penalty for late work that is not granted an extension: the highest grade it can earn is a 70% (C)* and if it's sloppy work, you can still get points deducted. Extensions are possible only if you contact me as soon as things start getting delayed or you have any hint that things might get delayed.

Any work accepted after that date/time - even if Canvas accepts it - will not be factored into your final grade.

There is a lot of work due on a regular basis for this class and falling behind will pile up the work quickly, so please contact me to figure out a manageable schedule and discuss your options.

Academic Integrity

Here's the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/ (https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/)

Attendance Procedures

Attendance and participation are graded. If you arrive more than 30 minutes late, or leave more than 30 minutes before the end of class, you will receive at least **half** the point you earn for attending. Don't hesitate to text or email me if you know you're going to be late or after you've missed class as this will factor into your attendance grade.

"Attendance" on Canvas is also checked and factored in.

Last day to withdraw without penalty: 4/4/22

Student Conduct

Participation in this class is also graded based on your participation in class discussions and on each other's assignments.

This grade is based on your level of engagement with your fellow students and the depth/detail/frequency your participate in the online discussions assigned according to the following scale:

10 = engaged every time, went above the minimal requirements, and comments were thoughtful and detailed

5 = engaged below minimal requirements

0 = did not engage

Despite this being a school environment, approach this class as you would any job. Conduct yourself professionally and treat your fellow students and Instructor as professional colleagues. Each of your assignments is an opportunity to explore your talent and build your skills as a professional and can go on your reel to demonstrate your abilities when looking for a job. Treat your projects as jobs, with your Instructor as your "client."

This is an industry built on relationships, networking, and communication and both your Instructor and your peers may be able to provide work opportunities in the future through recommendations. Your behavior is just as important, if not more, as the talent you show on screen.

Any disruptive behavior will not be tolerated. Any disagreements within class and any external issues effecting your behavior in class will be dealt with individually and not at the expense of the class's time and focus.

Instructor's Course-Specific Information

Film Student Orientation LINK: Orientation will be live and active online starting *TBD*. You will be allowed to check out equipment for a 7-day period at a time.

Editing Lab Booking Request Form - This link will allow students to request to schedule lab time in our editing labs on campus. We are asking students to schedule any time that they want to spend in the labs ahead of time instead of just showing up on campus and expecting to walk into the room during the summer. This is so the lab aides on staff can keep an eye on how many students are going in each room.

Online Lab Aide Assistance Form - Online lab aide assistance for students who may need help with trouble shooting question.

Film Equipment Check-Out/Return Form - this form is to be used by students who need to reserve film equipment for the semester.

CRITIQUES:

Giving and receiving feedback is critical in this industry and one of the most valuable aspects of film school where you have a large group of students and your Instructor to screen and discuss your work. Guidance will be given on how to make the best out of our feedback sessions.

Devices

Phones are a reality that I am not going to deny, but I expect you to be respectful with your devices. If you're looking at your phone all the time while we're in class, or listening to videos/music, it can be disruptive to others and disrespectful. Please silence your phones, but if you get a text/call that needs to be addressed, please feel free to do so if it's urgent. Step out of class if need be.

You are responsible for any material you miss.

Faculty-Specific Information Regarding Canvas

This course section will use Canvas (https://eagleonline.hccs.edu (https://eagleonline.hccs.edu)) to supplement in-class assignments, exams, and activities.

See more on my How to Succeed (https://eagleonline.hccs.edu/courses/170335/pages/clos-and-how-to-succeed) section.

HCCS Open Lab locations may be used to access the Internet and Canvas. For best performance, Canvas should be used on the current or first previous major release of Chrome, Firefox, Edge, or Safari. Because it's built using web standards, Canvas runs on Windows, Mac, Linux, iOS, Android, or any other device with a modern web browser.

Canvas only requires an operating system that can run the latest compatible web browsers. Your computer operating system should be kept up to date with the latest recommended security updates and upgrades.

Social Justice Statement

Houston Community College is committed to furthering the cause of social justice in our community and beyond. HCC does not discriminate on the basis of race, color, religion, sex, gender identity and expression, national origin, age, disability, sexual orientation, or veteran status. I fully support that commitment and, as such, will work to maintain a positive learning environment based upon open communication, mutual respect, and non-discrimination. In this course, we share in the creation and maintenance of a positive and safe learning environment. Part of this process includes acknowledging and embracing the differences among us in order to establish and reinforce that each one of us matters. I appreciate your suggestions about how to best maintain this environment of respect. If you experience any type of discrimination, please contact me and/or the Office of Institutional Equity at 713-718-8271.

🏛 HCC Policies and Information

HCC Grading System

HCC uses the following standard grading system:

Grade	Grade Interpretation	Grade Points
A	Excellent (90-100)	4
B	Good (80-89)	3
C	Fair (70-79)	2
D	Passing (60-69), except in developmental courses.	1
F	Failing (59 and below)	0
FX	Failing due to non-attendance	0
W	Withdrawn	0
I	Incomplete	0
AUD	Audit	0
IP	In Progress. Given only in certain developmental courses. A student must re-enroll to receive credit.	0

Grade	Grade Interpretation	Grade Points
COM	Completed. Given in non-credit and continuing education courses.	0

Link to Policies in Student Handbook

Here's the link to the HCC Student Handbook [https://www.hccs.edu/resources-for/current-students/student-handbook/ (https://www.hccs.edu/resources-for/current-students/student-handbook/)](https://www.hccs.edu/resources-for/current-students/student-handbook/) In it you will find information about the following:

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal
- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)
- General Student Complaints
- Grade of FX
- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing
- Transfer Planning
- Veteran Services

Link to HCC Academic Integrity Statement

[https://www.hccs.edu/resources-for/faculty/student-conduct-resources-for-faculty/ (https://www.hccs.edu/resources-for/faculty/student-conduct-resources-for-faculty/)](https://www.hccs.edu/resources-for/faculty/student-conduct-resources-for-faculty/)

Campus Carry Link

Here's the link to the HCC information about Campus Carry:

[https://www.hccs.edu/departments/police/campus-carry/ (https://www.hccs.edu/departments/police/campus-carry/)](https://www.hccs.edu/departments/police/campus-carry/)

HCC Email Policy

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go [to HCC Eagle ID (https://www.hccs.edu/resources-for/current-students/student-e-maileagle-id/)](https://www.hccs.edu/resources-for/current-students/student-e-maileagle-id/) and activate it now. You may also use Canvas Inbox to communicate.

Office of Institutional Equity

Use the link below to access the HCC Office of Institutional Equity, Inclusion, and Engagement ([https://www.hccs.edu/departments/institutional-equity/ (https://www.hccs.edu/departments/institutional-equity/)](https://www.hccs.edu/departments/institutional-equity/))

Ability Services

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including long and short term conditions, mental health, chronic or temporary medical conditions), please meet

with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to https://www.hccs.edu/support-services/ability-services/ (https://www.hccs.edu/support-services/ability-services/)

Title IX

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross
Director EEO/Compliance
Office of Institutional Equity & Diversity
3100 Main
(713) 718-8271
Houston, TX 77266-7517 or Institutional.Equity@hccs.edu (mailto:Institutional.Equity@hccs.edu)

http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/ (http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/)

Office of the Dean of Students

Contact the office of the Dean of Students to seek assistance in determining the correct complaint procedure to follow or to identify the appropriate academic dean or supervisor for informal resolution of complaints.

https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/ (https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/)

Student Success

Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments and all video projects. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

- Reading the textbook and supplemental Canvas material, including watching links of videos posted and reading articles attached.
- Attending class in person and/or online
- Completing assignments
- Participating in class activities
- Implement the concepts you're learning outside of class in assignments, and incorporating feedback into recuts and future projects

There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as a guide.

Canvas Learning Management System

Canvas is HCC's Learning Management System (LMS), and can be accessed at the following URL:

https://eagleonline.hccs.edu (https://eagleonline.hccs.edu)

HCCS Open Lab locations may be used to access the Internet and Canvas. For best performance, Canvas should be used on the current or first previous major release of Chrome, Firefox, Edge, or Safari. Because it's built using web standards, Canvas runs on Windows, Mac, Linux, iOS, Android, or any other device with a modern web browser.

Canvas only requires an operating system that can run the latest compatible web browsers. Your computer operating system should be kept up to date with the latest recommended security updates and upgrades.

HCC Online Information and Policies

Here is the link to information about HCC Online classes, which includes access to the required Online Information Class Preview for all fully online classes: https://www.hccs.edu/online/ (https://www.hccs.edu/online/)

Scoring Rubrics, Sample Assignments, etc.

Look in Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course. https://eagleonline.hccs.edu/login/ldap (https://eagleonline.hccs.edu/login/ldap)

Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and making up assignments
- Provide the course outline and class calendar that will include a description of any special projects or assignments
- Arrange to meet with individual students during office hours, and before and after class as required

As a student, it is your responsibility to:

- Attend class in person and/or online
- Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
- Read and comprehend the textbook
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments
- Be aware of and comply with academic honesty policies in the HCCS Student Handbook (https://www.hccs.edu/resources-for/current-students/student-handbook/)

Sensitive or Mature Course Content

In this college-level course, we may occasionally discuss sensitive or mature content. All members of the classroom environment, from your instructor to your fellow students, are expected to handle potentially controversial subjects with respect and consideration for one another's varied experiences and values.

EGLS3

The EGLS[3] (Evaluation for Greater Learning Student Survey System (https://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/)) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS[3] surveys are only available for the Fall and Spring semesters. EGLS3 surveys are not offered during the Summer semester due to logistical constraints.

https://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/ (https://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/)

Housing and Food Assistance for Students

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so.

This will enable HCC to provide any resources that HCC may possess.

Student Resources

Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services (https://www.hccs.edu/resources-for/current-students/tutoring/)](https://www.hccs.edu/resources-for/current-students/tutoring/) website for services provided.

Libraries

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries' resources and services is the HCCS library web page at [https://library.hccs.edu (https://library.hccs.edu/)](https://library.hccs.edu/).

Supplementary Instruction

Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at [https://www.hccs.edu/resources-for/current-students/supplemental-instruction/ (https://www.hccs.edu/resources-for/current-students/supplemental-instruction/)](https://www.hccs.edu/resources-for/current-students/supplemental-instruction/).

Resources for Students:

[https://www.hccs.edu/resources-for/current-students/communicable-diseases/resources-for-students/ (https://www.hccs.edu/resources-for/current-students/communicable-diseases/resources-for-students/)](https://www.hccs.edu/resources-for/current-students/communicable-diseases/resources-for-students/)

Basic Needs Resources:

[https://www.hccs.edu/support-services/counseling/hcc-cares/basic-needs-resources/ (https://www.hccs.edu/support-services/counseling/hcc-cares/basic-needs-resources/)](https://www.hccs.edu/support-services/counseling/hcc-cares/basic-needs-resources/)

Student Basic Needs Application:

[https://hccs.co1.qualtrics.com/jfe/form/SV_25WyNx7NwMRz1FH (https://hccs.co1.qualtrics.com/jfe/form/SV_25WyNx7NwMRz1FH)](https://hccs.co1.qualtrics.com/jfe/form/SV_25WyNx7NwMRz1FH)

COVID-19

Here's the link to the HCC information about COVID-19:

[https://www.hccs.edu/resources-for/current-students/communicable-diseases/ (https://www.hccs.edu/resources-for/current-students/communicable-diseases/)](https://www.hccs.edu/resources-for/current-students/communicable-diseases/)

Instructional Modalities

In-Person (P)

Safe, face-to-face course with scheduled dates and times

Online on a Schedule (WS)

Fully online course with virtual meetings at scheduled dates and times

Online Anytime (WW)

Traditional online course without scheduled meetings

Hybrid (H)

Course that meets safely 50% face-to-face and 50% virtually

Hybrid Lab (HL)

Lab class that meets safely 50% face-to-face and 50% virtually

📅 Course Calendar

Syllabus Modifications

The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

📋 Additional Information

Departmental/Program Information

For more information about the Filmmaking Program & Filmmaking in General:

- Department Website (Filmmaking Certificates & Degrees): https://www.hccs.edu/programs/areas-of-study/art--design/filmmaking/
- Local film production information: http://www.houstonfilmcommission.com
- State film production information: https://gov.texas.gov/film
- State film incentive program: https://www.txmpa.org

Process for Expressing Concerns about the Course

If you have concerns about any aspect of this course, please reach out to your Instructor for assistance first. If your Instructor is not able to assist you, then you may wish to contact the Department Chair:

Michael Cohn

Michael.Cohn@hccs.edu / 713.718.6523

Below is the link to the Student Conduct section of the Student Handbook, and it includes the information about the Grade Appeal process:

https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/