



**Filmmaking Program
Northwest College**

Filmmaking
Aric Nitzberg, Chair

RTVB 1321 – TV Field Production
CRN 12874 - Spring 2017
Alief Campus Rm B306
Tuesdays 1:00 – 5:00 pm
3 units / 48 hours per semester / 16 weeks
Lecture/Lab

Instructor: Jenny Waldo

Contact Information:

jennifer.waldo@hccs.edu

cell: 310-709-6937

Office location and hours:

C322 (other side of atrium)

Tuesdays 10:00 am – 12:30 pm

Wednesdays 10:00 am – 12:30 pm

Or by appointment

Please feel free to contact me concerning any problems that you are experiencing in this course. You do not need to wait until you have received a poor grade before asking for my assistance. Your performance in my class is very important to me. I am available to hear your concerns and just to discuss course topics.

Course Description

This is an intro to video production. You will learn the pre-production, production, and post-production processes and make 3 films. Topics include camera setup and operation, audio, television directing, and basic continuity editing with an emphasis on underlying principles of video technology.

Prerequisites: None

Course Goal

Have audio and filmmaking majors begin thinking, writing, and dialoguing creatively and critically about story-telling through the use of visuals and sound while experiencing hands-on the production process.

Student Learning Outcomes

The student will be able to:

- 1) Set up and operate cameras, tripods, audio equipment, and lighting instruments
- 2) Explain aesthetic concepts relating to visual images
- 3) Describe, produce, and name the basic camera shots
- 4) Summarize and demonstrate key concepts of lighting and audio
- 5) Perform storyline editing

Learning Objectives

Students will:

- 1.1 Show a basic understanding of the video recording process
- 1.2 Demonstrate the proper operation of common video equipment
- 2.1 Understand the various aspects of the film and video industry
- 2.2 Discuss various concepts relating to visual images
- 3.1 Properly frame and compose basic camera shots
- 3.2 Discuss the development of personal cinematic styles
- 4.1 Explain basic lighting concepts
- 4.2 Demonstrate the proper setup of basic lighting
- 4.3 Understand basic concepts pertaining to audio technology and acoustics
- 5.1 Understand terminology relating to video editing
- 5.2 Develop storylines and perform basic editing processes

SCANS or Core Curriculum Statement and Other Standards

The following workplace competencies and foundation skills have been designed into this courses curriculum:

- **Managing Resources:** Time, Materials, Space
- **Exhibiting Interpersonal Skills:** Work in team, Lead work teams, Negotiate with others
- **Working with Information:** Acquire and evaluate data, Organize and maintain information, Interpret and communicate data, Process information
- **Applying Systems Knowledge:** Understand systems
- **Using Technology:** Apply technology to specific tasks
- **Demonstrating Basic Skills:** Reading, Writing, Listening
- **Demonstrating Thinking Skills:** Creative thinking, Problem solving, Seeing with the mind's eye
- **Exhibiting Personal Qualities:** Individual responsibility Sociability, Self-management, Integrity

16 WEEK CALENDAR

WEEK ONE (1/17/17)

Course Orientation
 Introductions
 Lecture: Visual Language
Bare Bones Reading: Chapter 2
Assignment: Create a photo-storyboard

WEEK TWO (1/24/17)

**Quiz #1
 **Storyboard Assignment Due
 Lecture: Narrative Structure
Assignment: Group Project #1

WEEK THREE (1/31/17)

**Quiz #2
 Lecture: Preparing for Production
 Camera Assessment
Bare Bones Reading: Chapters 1 & 9

WEEK FOUR (2/7/17)

**Quiz #3
 Lecture: Basic Lighting & Sound
Bare Bones Reading: Chapters 7 & 8

WEEK FIVE (2/14/17)

**Quiz #4
 **Group Project #1 Due
 Lecture: Cinematic Time & Space
Bare Bones Reading: Chapters 3 & 4

WEEK SIX (2/21/17)

MOCK SET (Coverage)
Assignment: Group Project #2

WEEK SEVEN (2/28/17)

Review for midterm
 Film Critiquing: Watch film

WEEK EIGHT (3/7/17)

**MIDTERM
 **Film Analysis #1 Due
 Lecture: Directing

WEEK NINE (3/14/17)

**SPRING BREAK!!

WEEK TEN (3/21/17)

**Quiz #5
 **Film Analysis #2 Due
 Lecture: Editing
Bare Bones Reading: Chapters 6 & 10

WEEK ELEVEN (3/28/17)

**Group Project #2 Due
 The Screenplay – Structure & Format
Assigned Reading: Script handout

WEEK TWELVE (4/4/17)

**Quiz 6
 Lecture: Lenses, Camera & Visual Plan
Bare Bones Reading: Chapter 5
Assignment: Group Project #3 & Script

WEEK THIRTEEN (4/11/17)

**Group Project #3 Script Due
 Lecture: Set Protocol

WEEK FOURTEEN (4/18/17)

**Quiz #7
 **Film Analysis #3 Due
 MOCK SET (Set Protocol)

WEEK FIFTEEN (4/25/17)

**Quiz #8
 Lecture: Visual Aesthetics

WEEK SIXTEEN (5/2/17)

**Group Project #3 Due
 Review for Final Exam

WEEK SEVENTEEN (5/9/17)

**FINAL EXAM
 **Film Analysis #4 Due

Instructional Methods

RTVB 1321 is a required course for all Filmmaking majors. The class is comprised of a variety of instructional methods including lectures, class discussions, lab assignments, and hands-on demonstrations. As a student wanting to learn about the field of filmmaking, it is your responsibility to do the assigned readings, submit assignments, labs and projects in a timely fashion, study for exams, participate in classroom activities, and attend class.

*****Unless approved by the instructor, any audio/video recording of the lecture is strictly prohibited.***

Student Assignments

Students will be required to complete the following assignments during the semester:

Assigned Readings

Readings are assigned for the weeks following the lecture. It is important to read the textbook to reinforce what we talk about in class as well as review the lecture materials online.

In-class Quizzes

Quizzes will be given at the beginning of class. These quizzes will include multiple choice, true/false, and short answer questions. They will cover material from all previous class periods and assigned reading.

Film Reviews

Students will view and evaluate 4 films of their choosing throughout the semester.

Midterm Exam

Multiple-choice questions covering class lectures and assigned readings. You will NOT need a Scantron card to complete the test.

Final Exam

Multiple-choice questions covering class lectures and assigned readings. You will NOT need a Scantron card to complete the test.

Extra Credit

Students have the opportunity for Extra Credit by turning in **two additional film reviews**. Each analysis can earn up to 5 grade points. Other extra credit opportunities at the instructor's discretion.

Student Group Projects

Working in small groups (3 – 6 students) the students will complete the following projects:

- Project 1 – Create a **30-second commercial**
- Project 2 – Shoot a scene using principles of **coverage**
- Project 3 – Script and shoot a 3 - 5 minute short film using the **4 narrative basics**

The student will be evaluated on the basis of production quality, participation and completion of required elements. The instructor will supply specific requirements for each scene and segment, as needed. Projects are graded as a group, and your participation is required for a passing grade.

Note: Professionalism is one of the criteria for each project and students turn in peer assessments. Your behavior on set and as part of a team will effect your overall grade!

Late Assignments & Absences

Assignments are due at the beginning of class.

If you are unable to be present in class on the date an assignment is due, you can always email me your assignment by 1:00pm the day of class and I will count it as on time.

If you are unable to be present in class for a quiz, you can make-up the quiz the NEXT week by arriving at 12:45pm to take the quiz.

If you are unable to turn in the assignment on time, **10 points will be deducted from the final grade of the assignment for each week that it is late.** **Projects that are granted extensions are exempt.

Instructional Materials

- **THE BARE BONES CAMERA COURSE FOR FILM AND VIDEO** by Tom Schroepel ****required**
- **VOICE & VISION: A CREATIVE APPROACH TO NARRATIVE FILM AND DV** by Mick Hurbis-Cherrier (Focal Press, 07/2011) ISBN 978-0240811581 ****optional**
- Digital media (SD cards) and other materials as needed for projects. (Please note that all final projects become the property of Houston Community College and will not be returned.)
- All lecture materials will be posted after the class on the Learning Web:
<http://learning.hccs.edu/>

Equipment Use Orientation

The Filmmaking department requires that any student who wished to check out equipment (which you will need to pass this class) will need to take an equipment use orientation. Please ensure that you take part in the online orientation. Links will be provided.

Instructor Requirements

For each assignment, the instructions will define what the Instructor expects from the student in order to earn a "C" grade. This will give the student an idea of what the instructor considers the "average". The instructor will give higher grades based on demonstration of knowledge and understanding and even higher grades based on innovation and creativity related to the topic. This class should showcase your enthusiasm and demonstrate your skills/knowledge and ability to perform in the workforce.

HCC Grading Scale

A = 100- 90

4 points per semester hour

B = 89 - 80:	3 points per semester hour
C = 79 - 70:	2 points per semester hour
D = 69 - 60:	1 point per semester hour
59 and below = F	0 points per semester hour
W (Withdrawn)	0 points per semester hour
I (Incomplete)	0 points per semester hour

*To compute grade point average (GPA), divide the total grade points by the total number of semester hours attempted. The grades "IP," "COM" and "I" do not affect GPA.

Grading Criteria

Your final grade will be based on the following proportions:

1. Attendance and Participation – 10%
2. Quizzes – 20%
3. Storyboard Assignment: 5%
4. Class Project 1: 10%
5. Class Project 2: 10%
6. Class Project 3: 15%
7. Film Reviews: 10%
8. Midterm Exam – 10%
9. Final Exam – 10%

HCC Policy Statements

Access Student Services Policies on their Web site:

<http://central.hccs.edu/students/student-handbook/>

- ADA accommodations
- Academic Honesty
- Student Attendance
- 3-peaters
- Withdrawal deadline = April 3, 2017

Title IX of the Education Amendments of 1972 requires that institutions have policies and procedures that protect students' rights with regard to sex/gender discrimination. Information regarding these rights is on the HCC Website under Students-Anti-discrimination. Students who are pregnant and require accommodations should contact any of the ADA Counselors for assistance. It is important that every student understands and conforms to respectful behavior while at HCC. Sexual misconduct is not condoned and will be addressed promptly. Know your rights and how to avoid these difficult situations.

Log in to www.edurisksolutions.org. Sign in using your HCC student e-mail account, then go to the button at the top right that says Login and enter your student number.

Access HCC Online Policies on their Web site

All students are responsible for reading and understanding the HCC Online Student Handbook, which contains policies, information about conduct, and other important information. For the

HCC Online Student Handbook click on the link below or go to the HCC Online page on the HCC website.

The HCC Online Student Handbook contains policies and procedures unique to the DE student. Students should have reviewed the handbook as part of the mandatory orientation. It is the student's responsibility to be familiar with the handbook's contents. The handbook contains valuable information, answers, and resources, such as HCC Online contacts, policies and procedures (how to drop, attendance requirements, etc.), student services (ADA, financial aid, degree planning, etc.), course information, testing procedures, technical support, and academic calendars. Refer to the HCC Online Student Handbook by visiting this link:

<http://www.hccs.edu/media/houston-community-college/distance-education/student-services/HCC-Online-Student-Handbook.pdf>

Access CE Policies on their Web site: <http://www.hccs.edu/continuing-education/>

****SYLLABUS QUIZ NEXT WEEK!!**