INTERMEDIATE MEDIA PRODUCTION
COMM 3342 CRN 22259 SEC 001
SPRING 2020

INSTRUCTOR: Nakisha Acosta

OFFICE HOURS: Wednesday 3:30 – 4:30 PM Cotton Memorial, Room 307A

LOCATION: Cotton Memorial, RM 306

DATE AND TIME: Wed 4:30 – 7:20 PM

EMAIL: ntacosta@utep.edu

COURSE DESCRIPTION:
Advanced techniques of video production and technology. The class will consist of lectures, discussions, screenings, and group projects.

COURSE OBJECTIVES:

Students will prepare a production package that will help guide them through the development process of producing a short film. By the end of the course students will have their own short film that they have written and directed.

DIGITAL MEDIA PRODUCTION SEQUENCE OUTCOMES:

Students will be able to:

· Demonstrate disciplinary knowledge
    Assessment tool: Final paper in FILM 1390
    Standard: 80% will receive an A, B, or C grade on final paper
· Apply communication theories to communication events
    Assessment tool: Final paper in COMM 3371
    Standard: 80% will receive an A, B, or C grade on final paper.
· Evaluate and employ various research methods
    Assessment tool: Final exam in COMM 4372
    Standard: 80% will receive an A, B, or C grade on the final exam
· Demonstrate knowledge and skills in digital media preproduction and production
    Perform competency in the preparations, processes, and practices of beginning and completing a digital media production project
    Perform competency in a variety of digital media production environments such as in a studio and on location
    Perform competency in using production hardware and software
    Assessment tool: film project in COMM 2342
    Standard: 80% will receive an A, B, or C grade on film project
· Demonstrate aptitude in storytelling techniques in terms of postproduction

Perform competency in conceptualizing, evaluating, and implementing filming and editing techniques

Assessment tool: Final exam and film project in COMM 3343

Standard: 80% will receive an A, B, or C grade on final exam and film project

· Demonstrate the ability to produce a film combining conceptual, creative, and technical skill sets

Apply all three phases of production

Aggregate various forms of communication to create a topical basis for a documentary film project

Pursue assorted outlets and venues to showcase a film

Assessment tool: Final exam and film project in COMM 3346

Standard: 80% will receive an A, B, or C grade on their final exam and film project

ATTENDANCE:

Attendance is Mandatory. Your attendance and participation are integral to the class curriculum. It is imperative that you attend class regularly and on time. Everyone is allowed one emergency absence. After that point your grade will be dropped one full letter grade for any unexcused absence acquired thereafter. Likewise, a student will be dropped after three unexcused absences. An unexcused absence is any absence without valid documentation explaining the reason for missing class. An excused absence will have valid documentation explaining why the student was absent. It is under the discretion of the instructor if an absence can be considered excused. Students will be considered absent if they are not present for roll call at the beginning of class. Likewise, if a student leaves during class the student will be considered absent. Students must be reliable when working in groups. Filmmaking is a group effort, and your fellow filmmakers will depend on you to be present, and willing to work hard for their projects. Take an interest in your group members' projects, and they will reciprocate.

GRADING:

If you come to class regularly and on time, take your assignments and screenings seriously, and participate in the class discussions, (i.e. asking questions, and sharing your opinions) you can expect to do well in this class.

Completion of a group project, preproduction package, and final video are required in order to pass this class. No late work will be accepted.

Grading Scale: 100
100 – 90 = A
89 – 80 = B
79 – 70 = C
69 – 60 = D
59 and below= F

GRADING BREAKDOWN:
Attendance: 10%
Group Project: 10%
Script: 10%
One-on-One Preproduction Meeting: 10%
Preproduction Package: 30%
Final Video: 30%

REQUIRED READINGS:

Bare Bones Camera Course for Film & Video, 3rd Edition, by Tom Schroeppel

ASSIGNMENTS:

Group Project: I will give each group a short script that you will use to create a 5 minute video. Each student will perform a different task on the project, and the group as a whole will edit the video. The A.D. has to send me a callsheet before the shoot date. It is the group's responsibility to find talent to act in the short films. Start getting in contact with potential willing participants from the UTEP theater department. The project must be completely finished including a proper sound mix, and end credits by the due date. We will watch the projects in class.

Preproduction Package: The student will create a preproduction package that will include the script, a shooting schedule, a shot list, a budget, and a lookbook. This needs to be in a folder.

One-on-One Preproduction Meeting: I will meet with each student one week before the preproduction package is due. I will check to make sure everything is being done properly, and help answer any questions you may have. You must bring the finished components of the production package to the meeting.

Script: Each student will write a 5 - 7 page original, fictional piece of any genre.

Final Video: Students will screen their finished film in class during finals week. The video should not be longer then 10 minutes in length, and should have gone through a proper sound mix, edit, and export. Students must also include an opening title and end credits.

Requirements

Each student should have an external hard drive with at least 50 GB available for this course.

ACADEMIC INTEGRITY

The University of Texas at El Paso prides itself on its standards of academic excellence. In all matters of intellectual pursuit, UTEP faculty and students must strive to achieve excellence based on the quality of work produced by the individual. In the classroom and in all other academic activities, students are expected to uphold the highest standards of academic integrity. Any form of academic dishonesty is an affront to the pursuit of knowledge and jeopardizes the quality of the degree awarded to all graduates of UTEP. It is imperative, therefore, that the members of this academic community understand the regulations pertaining to academic integrity and that all faculty insist on adherence to these standards. Any student who commits an act of academic dishonesty is subject to discipline. Academic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, and any act designed to give unfair advantage to a student or the attempt to commit such acts. Proven violations of the detailed regulations, as printed in the *Handbook of Operating Procedures (HOP)*, and available in the Office of the Dean of Students and on the homepage of the Dean of Students at www.utep.edu/dos, may result in sanctions ranging from disciplinary probation, to a failing grade on the work in question, to a failing grade in the course, to suspension or dismissal, among others.

CASS POLICY
If you have a disability and need classroom accommodations, please contact The Center for Accommodations and Support Services (CASS) at 747-5148, or by email to cass@utep.edu. Or visit their office located in UTEP Union East, Room 106. For additional information, please visit the CASS website at www.sa.utep.edu/cass. CASS Staff are the only individuals who can validate and if need be, authorize accommodations for students with disabilities.

COURSE SCHEDULE

Note: This course calendar may change at any time under the discretion of your instructor. Chapters should be read before the class date in which they are assigned.

WEEK 1

JAN. 22   Course introduction and syllabus. Create groups. I will email everyone the script for the group projects.

WEEK 2

JAN. 29   Explanation of crew roles, and call sheet. We will cover shot types and setting up a shot. Groups will decide crew roles, and tell me the assigned roles at the end of class. **Bring books to class**.

WEEK 3

FEB. 5   You will work in your groups to come up with your shot list. During the second part of class each group will present their shot list and idea for your shoot. **Each group's A.D. needs to email me a callsheet before their shoot**.

WEEK 4

FEB. 12   What makes a good short film? We will watch several examples of award winning shorts.

WEEK 5

FEB. 19   We will examine several short scenes, and discuss the shot list and script breakdown.

WEEK 6

FEB. 26   Preproduction package components: Shot list, script, shooting schedule, budget, and lookbook.

WEEK 7

MAR. 4   **ROUGH EDIT SCREENING.** We will watch rough edits of each groups' videos and give feedback. We will go over proper script formatting, and loglines.

WEEK 8

MAR. 11   **Screening of completed group projects.** This will be your first grade for the class. Group peer evaluation. Bring in 3 loglines for your short film. Be prepared to share in class.

WEEK 9

MAR. 18   **SPRING BREAK**

WEEK 10

MAR. 25   Bring in copies of your script for each role. We will read scripts out loud so be prepared, and make sure you are following the proper formatting.

WEEK 11

APR. 1   Finish reading scripts.

WEEK 12

APR. 8   One-on-one meetings. Bring all components of your preproduction package with you. Everything must be completed. **This is a grade so come prepared**.

WEEK 13

APR. 15   **PREPRODUCTION PACKAGE DUE**
Directing the actor

WEEK 14

APR. 22   Protocols of production, safety laws, acting and shooting regulations.

WEEK 15

APR. 29   Post production sound, and credits. Have a copy of your script with you for reference.

WEEK 16

MAY 6   Rough cuts are due.

WEEK 17

MAY 13   **SCREENING OF FINAL FILMS**