



MCOM 2371: TV & Film Production

FALL 2017, Section 4, 3 Credits

WHEN

August 23rd, 2017- December 7th, 2017
Monday, Wednesday, Friday 2:00 pm - 2:50 pm

WHERE

CB 305

INSTRUCTOR

Wojciech Lorenc

email: wxl009@shsu.edu, Office: CB128

Office Hours: MW 10 AM – 11 AM, MW 12:30 PM - 2PM, F 11AM - 2PM ...or by appointment.

COURSE DESCRIPTION AND GOALS

This course will provide you with an overview of basic single and multi-camera video production. Labs will examine production, writing and performance concepts and applications. Lab assignments will offer you the opportunity to develop and produce productions that utilize various writing and technical proficiencies.

This course will be composed of four modules:

1) Short Form Media:

Learn the basics of video production, from composing shots, to using equipment. Produce a PSA only using Close Ups. Make a short film using the continuity technique. Learn how to edit using professional editing software.

2) Studio and Field Equipment Orientation and Production Workflow:

An overview of BASIC essentials and positions in multi-camera television studio production. Introduction the basics of the studio production, control room operation, including use of the switcher, audio board, and graphics creator. Introduction to lighting, camera, audio, and set operation. Gain the fundamental tools and protocols to produce and work as a crew member.

3) News Package:

Write, shoot, edit and produce a 1-2 minute voice over broadcast news story.

4) Portfolio/Website Media Management:

Creation of basic website portfolio. Basic layout and digital media content management.

IDEA OBJECTIVES

- Gaining factual knowledge (terminology, classifications, methods, trends)
- Developing specific skills, competencies, and points of view needed by professionals in the field most closely related to this course.
- Acquiring skills in working with others as a member of a team.

REQUIRED TEXT

Video Basics 7th edition, Hebert Zettl
Wadsworth / Cengage Publishing
ISBN-13: 978-1111344467
ISBN-10: 1111344469

REQUIRED MATERIALS

You are required to have an EXTERNAL HARD DRIVE (formatted for Apple Computers) with at least 500GB of memory and preferably with a USB 3.0 connection. You must bring your hard drive to all classes, no exception! Sharing hard drives or saving your assignments in the school computers or server is not allowed. It is highly recommended that you backup your project files on a separate flash drive after quitting each edit session to avoid the loss of your edited work in case your hard drive crashes. You are also required to have an SDHC (CLASS 6 or higher) MEMORY CARD (min. 8GB) and HEADPHONES or EARBUDS.

ATTENDANCE

Your participation is important. You are allowed THREE unexcused absences. Every absence after that will cause you to lose 5 points of your Attendance grade.

ASSIGNMENTS AND GRADING

All written assignments must be typed and handed in during class, unless otherwise indicated by instructor. Late assignments result in loss of points. If you have to miss a class when an assignment is due, have another student turn it in for you, or hand it in ahead of time. Please keep track of your own progress in the class. Keep all of your handed back assignments. Late assignments are docked one full letter grade per day. An "F" is equal to "0" points. For several of the production assignments you have to be in class and on time. If you miss any of those, you will receive zero points, unless you have a documented excuse (doctor's note, for example).

ACADEMIC HONESTY

All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials.

CLASSROOM ENVIROMENTS

Active and constructive participation in class discussions is required. However, both listening and speaking are involved in successful participation, and this requires sensitivity to the ideas and methods of participation of others in the class.

This is a workshop environment, and all ideas, thoughts and critiques are welcomed. You are beginning, and a workshop environment will allow and encourage you to take risks, to try out new ideas.

PROPER CLASSROOM DEMEANOR / RULES OF CONDUCT

Students will refrain from behavior in the classroom that disrupts the learning process and, thus, impedes the mission of the university. Please turn off or mute your cellular phone and/or pager before class begins. Students are prohibited from eating in class, using tobacco products, making offensive remarks, reading newspapers, sleeping, talking with each other at inappropriate times, wearing inappropriate clothing, or engaging in any other form of distraction. Inappropriate behavior in the classroom shall result in, minimally, a directive to leave class or being reported to the Dean of Students for disciplinary action in accordance with University policy.

STUDENTS WITH DISABILITIES POLICY

It is the policy of Sam Houston State University that individuals otherwise qualified shall not be excluded, solely by reason of their disability, from participation in any academic program of the university. Further, they shall not be denied the benefits of these programs nor shall they be subjected to discrimination. Students with disabilities that might affect their academic performance should register with the Office of Services for Students with Disabilities located in the Lee Drain Annex (telephone 936-294-3512, TDD 936-294-3786, and e-mail disability@shsu.edu). They should then make arrangements with their individual instructors so that appropriate strategies can be considered and helpful procedures can be developed to ensure that participation and achievement opportunities are not impaired.

SHSU adheres to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations for students with disabilities. If you have a disability that may affect adversely your work in this class, then I encourage you to register with the SHSU Services for Students with Disabilities and to talk with me about how I can best help you. All disclosures of disabilities will be kept strictly confidential. NOTE: No accommodation can be made until you register with the Services for Students with Disabilities. For a complete listing of the university policy, see:

<http://www.shsu.edu/dept/academic-affairs/documents/aps/students/811006.pdf>

STUDENT ABSENCES ON RELIGIOUS HOLY DAYS POLICY

Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence.

University policy #861001 provides the procedures to be followed by the student and instructor. A student desiring to absent himself/herself from a scheduled class in order to observe (a) religious holy day(s) shall present to each instructor involved a written statement concerning the religious holy day(s). This request must be made two weeks in advance of when the absence(s) will occur. The instructor will complete a form notifying the student of a reasonable timeframe in which the missed assignments and/or examination are to be completed.

SHSU Required Policies:

Please visit <http://www.shsu.edu/syllabus/>

ASSIGNMENTS AND GRADING

PARTICIPATION	50 Points
ATTENDANCE Each student is allowed 3 unexcused absences, after that, each absence will cost the student 5 points from the Attendance grade.	50 Points
QUIZZES Based on lectures and required readings.	50 Points
10 SHOT EXERCISE	50 Points
CONTINUITY EXERCISE Footage (Framing, Composition, Focus, Exposition, etc.): 25 points Audio (recording and editing): 25 points Editing: 50 points	100 Points
TV LOVES CUs Script and Storyboard: 25 points Footage (Framing, Composition, Focus, Exposition, etc.): 25 points Audio: 25 points Editing: 25 points	100 Points
TALK SHOW Script and Shot Rundown: 25 points Set Design, Props, Costumes: 25 points Graphics, CG, Music, Sound FX: 25 points Individual Performance in Crew Position: 25 points Peer evaluation: 25 points Overall quality of the show: 25 points	150 Points
THE NEWS PACKAGE Interview: 50 points B-Roll: 25 points Voice Over and Graphics: 25 points Anchor Recording: 50 points Editing: 50 points Script: 25 points Peer evaluation: 25 points	250 Points

ONLINE PORTFOLIO	150 Points
FINAL EXAM	50 Points
EXTRA CREDIT OPPORTUNITIES	TBA
total:	1000 Points

A	900 – 1000
B	800 – 899
C	700 – 799
D	600 – 699
F	0 – 590

SCHEDULE OF CLASSES

WEEK 1	MONDAY	WEDNESDAY	FRIDAY
		Intro to the Course: Syllabus; Equipment Room rules and tour; Tour of TV Studio.	Lecture: Framing, Composition and Image Concepts
WEEK 2	MONDAY	WEDNESDAY	FRIDAY
	Lecture: Framing, Composition and Image Concepts	Lecture: Camera Operation Basics	Lecture: Camera Operation Basics Reading Assignment: Finish chapters 4,5,6 before week #3.
WEEK 3	MONDAY	WEDNESDAY	FRIDAY
	Lab: Camera Control and Functions In class assignment: 10 Shot Exercise Due: Week#4 (Monday)	In class assignment: 10 Shot Exercise Due: Week#4 (Monday)	In class assignment: 10 Shot Exercise Due: Week#4 (Monday)
WEEK 4	MONDAY	WEDNESDAY	FRIDAY
	Quiz #1: (Chapters 4, 5, 6) Lecture: Classical Hollywood Narrative: Editing Assign: Continuity Exercise Due: Week #6 (Monday) Due: 10 Shot Exercise	Lecture/Lab: Non-Linear Editing <u>DUE:</u> External Hard Drives before week #5.	Lecture/Lab: Non-Linear Editing <u>DUE:</u> External Hard Drives Reading Assignment: Finish chapters 3,12,13 before week #5.

WEEK 5	MONDAY	WEDNESDAY	FRIDAY
	Lecture/Lab: Non-Linear Editing– Part 2 Lab: Continuity Exercise editing	Lab: Continuity Exercise editing	Lab: Continuity Exercise editing
WEEK 6	MONDAY	WEDNESDAY	FRIDAY
	Quiz #2 (Chapters 3, 12, 13) Critique: Continuity Exercise	Lecture: Writing for Film and Storyboarding <u>Assign:</u> TV loves CUs Due: Week #7 (Friday)	Lecture: Writing for Film and Storyboarding <u>Assign:</u> TV loves CUs Due: Week #7 (Friday) Reading Assignment: Finish chapters 15, 16, 17 before week #7.
WEEK 7	MONDAY	WEDNESDAY	FRIDAY
	Lab: TV Loves CUs editing	Lab: TV Loves CUs editing	Critique: TV Loves CUs
WEEK 8	MONDAY	WEDNESDAY	FRIDAY
	Lecture: The News Package – Step by Step Lab: Form groups, brainstorm ideas <u>Assign:</u> News Package Due: Week 9 (Friday)	Lab: Group A - Record News Anchor in studio Group B - Production – Shoot Interview + B-Roll	Lab: Group A - Production – Shoot Interview + B-Roll Group B - Record News Anchor in studio
WEEK 9	MONDAY	WEDNESDAY	FRIDAY
	Quiz #3 (Chapters 15, 16, 17) Lab: The News Package Editing	Lab: The News Package Editing	Critique: News Package Peer Evaluations Reading Assignment: Finish chapters 1,2,7, 8 before week #10.
WEEK 10	MONDAY	WEDNESDAY	FRIDAY
	Quiz #4 (Chapters 1,2,7,8) Lecture: Production: The Three Stages and TV/ Video Styles, Studio Positions, Divide Groups A and B., <u>Assign:</u> Talk Show Due: Week #14 (Wednesday)	Lab: Group A - Intro to Studio Camera workshop Hand Signals Intro to Control Room	Lab: Group A - Intro to Studio Camera workshop Hand Signals Intro to Control Room Reading Assignment: Finish chapters 9,10,11,14 before week #11.

WEEK 11	MONDAY	WEDNESDAY	FRIDAY
	<p><i>Quiz #5 (Chapters 9, 10, 11, 14)</i></p> <p><i>Lab: Group B - Intro to Studio</i> <i>Camera workshop</i> <i>Intro to Control Room</i> <i>Hand Signals</i></p>	<p><i>In class exercise: Position Rotation.</i></p>	<p><i>In class exercise: Position Rotation.</i></p>
WEEK 12	MONDAY	WEDNESDAY	FRIDAY
	<p><i>In class exercise: Position Rotation.</i></p>	<p><i>Lecture: Writing for TV</i> <i>Camera Blocking & Movements</i></p>	<p><i>Lab: Talk Show Script and Rundown</i></p>
WEEK 13	MONDAY	WEDNESDAY	FRIDAY
	<p><i>Lab: Talk Show Pre-Production Meeting</i></p> <p><u>Due:</u> Scripts and Shots Rundown</p>	<p><i>Lab: Talk Show Pre-Production Meeting and Rehearsal</i> Group A: Meets in 305 Group B: Meets at the studio</p>	<p><i>Lab: Talk Show Pre-Production Meeting and Rehearsal</i> Group A: Meets at the studio Group B: Meets in 305</p>
WEEK 14	MONDAY	WEDNESDAY	FRIDAY
	<p><i>Lab: Group B - Talk Show Production</i></p>	<p><i>Lab: Group B - Talk Show Production</i></p>	<p><i>Critique: Talk Show</i> <i>Peer Evaluations</i></p>
WEEK 15	MONDAY	WEDNESDAY	FRIDAY
	<p><i>Lecture: Creation of basic website portfolio. Basic layout and digital media content management.</i></p> <p><i><u>Assign:</u> Online Portfolio (Due: Finals Week)</i></p>	<p><i>Lab: Portfolio making</i></p>	<p><i>Lab: Portfolio making</i></p>
WEEK 16	EXAM WEEK - EXACT DATE/TIME TBA		
	<p>ATTENDANCE IS MANDATORY.</p> <p>Final Exam (all chapters from required book).</p> <p><u>Due:</u> Finished Portfolio.</p>		