

COMM135 Intro to Video Production
Section 204
Spring 2018

Tuesdays and Thursdays 11:30AM- 12:45 PM
School of Communications, Room 003
Instructor: Peter Hawley

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Office hours: After class, by appointment

TEXT: *No formal text for this class. The instructor will supply readings during the semester.*

COURSE DESCRIPTION:

This course is a hands-on introduction to video field production. By designing and executing a series of short, creative production projects of varied forms, students explore how video techniques are used to structure meaning in media messages.

LEARNING OUTCOME:

Student will be able to demonstrate an understanding of basic video production skills such as, preproduction planning, lighting, filming and editing, by producing several video texts.

COURSE RATIONALE:

COMM135 is a course that aims to promote creative expression and basic competency in media production. The course will serve as an introduction to video production, sound recording and editing, as well as exposing students to various approaches to visual storytelling. The goal of the course is for the student to develop a personal aesthetic and strong production skills via an integration of theory and practice.

LEARNING OBJECTIVES:

Upon completion of this course students should be able to:

1. Understand the basics of videography and composition.
2. Create a story using the essential concepts of cinematic storytelling.
3. Recognize and practice a variety of cinematic forms, styles and strategies.
4. Edit video and sound using a non-linear editing software.
5. Produce both narrative and non-fiction short videos.

EQUIPMENT AND MATERIAL SUPPLIES:

The School of Communication provides cameras, tripods, microphones, lighting and editing equipment that can be checked out from the Equipment Room in SOC 004 (the Owl Lab). Note: the School does not have insurance that covers your use of the equipment; i.e. you are financially responsible for all of the equipment you use and should treat it with great care! You are welcome to use your own equipment OR equipment checked-out from the Digital Media Lab in the Info Commons, but please consult the instructor first.

Required Materials:

- 1-2 Class 10 16+ GB SD cards.
- Stereo headphones with a 1/8" (mini-phone) jack.
- 1 external, portable USB 3.0, 350+ GB hard-drive.

Computer Use:

On occasion, software bugs, virus presence, human error and/or hardware issues can result in damaged, corrupted or deleted files. Consequently, it is your responsibility to back-up your project files during and after each use.

COURSE WORK:

To obtain a passing grade in this course students are required to:

1. Shoot and edit four productions.
2. Pass the midterm exam.
3. Work individually and collaboratively

GRADING:

Students will be graded based on four productions, a midterm exam, and attendance and participation. evaluating a public speaker and classroom participation. Grades are based on a 1,000-point scale.

Grades will be determined in the following manner:

Camera, Lighting and Sound Exercise:	50 points
Editing Exercise:	50 points
Documentary Project:	200 points
Narrative Project:	200 points
Final Project:	200 points
Midterm Exam	200 points
Attendance and Participation:	100 points

See assignment sheets for descriptions of each project and a grading rubric.

FINAL GRADE SCALE:

1000-940:	A
939-900:	A-
899-880:	B+
879-830:	B
829-800:	B-
799-780:	C+
779-730:	C
729-700:	C-
699-680:	D+
679-640:	D

639-600: D-
599-0: F

Attendance:

Attendance and class participation are critical. Repeated unexcused absences will greatly affect your final grade. If you are unable to make class, it is important to call or e-mail the instructor **beforehand**. If you have more than **three** absences during the semester, your grade will be reduced by a **full letter**, unless **medical documentation** proves the necessity of the absence. This does not apply to student athletes or others who must miss class because of university business, but proper documentation must be provided.

ACADEMIC INTEGRITY:

School of Communication Statement on Academic Integrity

A basic mission of a university is to search for and to communicate the truth, as it is honestly perceived. A genuine learning community cannot exist unless this demanding standard is a fundamental tenet of the intellectual life of the community. Students of Loyola University Chicago are expected to know, to respect, and to practice this standard of personal honesty.

Academic dishonesty can take several forms, including, but not limited to cheating, plagiarism, copying another student's work, and submitting false documents. Academic cheating is a serious act that violates academic integrity. Cheating includes, but is not limited to, such acts as:

- Obtaining, distributing, or communicating examination materials prior to the scheduled examination without the consent of the teacher
- Providing information to another student during an examination
- Obtaining information from another student or any other person during an examination
- Using any material or equipment during an examination without consent of the instructor, or in a manner which is not authorized by the instructor
- Attempting to change answers after the examination has been submitted
- Unauthorized collaboration, or the use in whole or part of another student's work, on homework, lab reports, programming assignments, and any other course work which is completed outside of the classroom
- Falsifying medical or other documents to petition for excused absences or extensions of deadlines
- Any other action that, by omission or commission, compromises the integrity of the academic evaluation process

Students who commit an act of plagiarism, whether deliberately or accidentally, will still be held responsible. Ignorance of academic rules, or failure to fact check work, sources and citations, is not an acceptable defense against the charge of plagiarism. It is true that every thought probably has been influenced to some degree by the thoughts and actions of others. Such influences can be thought of as affecting the ways we see things and express all thoughts. Plagiarism,

however, involves the taking and use of specific words and ideas of others without proper acknowledgement of the sources, and includes the following:

- Submitting as one's own material copied from a published source, such as print, Internet, CD-ROM, audio, video, etc.
- Submitting as one's own another person's unpublished work or examination material
- Allowing another or paying another to write or research a paper for one's own benefit
- Purchasing, acquiring, and using for course credit a pre-written paper

The above list is in no way intended to be exhaustive. Students should be guided by the principle that it is of utmost importance to give proper recognition to all sources. To do so is both an act of personal, professional courtesy and of intellectual honesty; any failure to do so, whether by intent or by neglect, whether by omission or commission, is an act of plagiarism. A more detailed description of this issue can be found at:

<http://luc.edu/english/writing.shtml#source>

In addition, a student may not submit the same paper or other work for credit in two or more classes without the expressed prior permission of all instructors. A student who submits the same work for credit in two or more classes without the expressed prior permission of all instructors will be judged guilty of academic dishonesty, and will be subject to sanctions described below. This applies even if the student is enrolled in the classes during different semesters. If a student plans to submit work with similar or overlapping content for credit in two or more classes, the student should consult with all instructors prior to submission of the work to make certain that such submission will not violate this standard.

Plagiarism or any other act of academic dishonesty will result minimally in the instructor's assigning the grade of "F" for the assignment or examination. The instructor may impose a more severe sanction, including a grade of "F" in the course. All instances of academic dishonesty must be reported by the instructor to the chairperson of the department involved, and to the Dean of the School of Communication.

The office of the Dean of the School of Communication may constitute a hearing board to consider the imposition of sanctions in addition to those imposed by the instructor, including a recommendation of expulsion, depending on the seriousness of the misconduct. In the case of multiple instances of academic dishonesty, the Dean's office may convene a separate hearing board to review these instances. The student has the right to appeal the decision of the hearing board to the Dean of SOC. If the student is not a member of the SOC, the dean of the college in which the student is enrolled shall be part of the process.

Students have the right to appeal the decision of any hearing board and the deans of the two schools will review the appeal together. Their decision is final in all cases except expulsion. The sanction of expulsion for academic dishonesty

may be imposed only by the Provost upon recommendation of the dean or deans.

Students have a right to appeal any finding of academic dishonesty against them. The procedure for such an appeal can be found at:

http://www.luc.edu/academics/catalog/undergrad/reg_academicgrievance.shtml

The School of Communication maintains a permanent record of all instances of academic dishonesty. The information in that record is confidential. However, students may be asked to sign a waiver which releases that student's record of dishonesty as a part of the student's application to a graduate or professional school, to a potential employer, to a bar association, or to similar organizations.

*The School of Communication policy is based entirely on and is consistent with the Academic Integrity Policy of the College of Arts & Sciences.

ADDITIONAL CLASSROOM POLICIES:

- Students are expected to be actively engaged in class discussions.
- No late assignments will be accepted.
- All written assignments must be typed, double-spaced and proofread.
- Turn off cellphones and other electronic devices. Laptops are welcome if you are using them to take notes.

A Note About Finals

There is no final exam for this course. We will screen final projects during week 14 (April 24 and 26) and students will deliver finished projects during exam week.

Course Calendar

Week One:

Jan. 16

Introduction to the course, Go over the syllabus, assignments, readings. Screen samples. Student meet and greet

Jan. 18

Intro to the camera and equipment center. Deeper dive on the assignments.

Week Two:

Jan. 23

In class camera, lights, and sound tests.

Jan. 25

More camera, light and sound tests.

Homework: Shoot the assigned scene and bring to class to edit on Jan. 30.

Final Cuts Screened on Feb. 6th

Week Three:

Jan. 30

Intro to Editing- part 1.

Feb. 1

Intro to editing- part 2.

Week Four:

Feb. 6

Screen Editing cuts and Discuss.

Documentary. Discuss, show examples.

Feb. 8

More documentary.

First cut of documentary due week of Feb. 27th.

Week Five:

Feb 13, 15

Individual Meetings

Week Six:

Feb. 20

Narrative Project part 1. Treatments and screenwriting

Feb. 22

Narrative Project Part 2. Putting it all together.

Narrative Project due week March 27th

Week Seven:

Feb. 27
Screen cuts of Doc. Project.

March 1
Screen cuts of Doc. Project.

Midterm Exam
Introduce Group Project.

Spring Break March 5-9, no classes.

Week Eight:

March 13
Narrative Project Production

March 15
Narrative Project Production.

Week Nine:

March 20
Narrative Project Editing.

March 22
Narrative Project Editing.

Week Ten:

March 27
Screen Narrative projects.

March 29
Screen Narrative Projects.

Week Eleven:

April 3
Individual Meetings

April 5
Individual Meetings

Week Twelve:

April 10
Group Project Production

April 12
Group Project Production

Week Thirteen:

April 17
Group Project editing.

April 19
Group Project editing.

Week Fourteen:
April 24
Exam.

April 26
Group Project Screening.

Week Fifteen: May 1, 3
Exam week. **Final Cuts of all projects due by May 3.**

COURSE CALENDAR IS SUBJECT TO CHANGE *WITH* NOTIFICATION