

Indiana University Department of Telecommunications

T351 - Video Field & Post Production

Syllabus v 1.2 - Summer 2007

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IU: 856-2172 & Studio: 332-1005
Office Hours (RTV Bldg. 350): Tuesday 9-11 AM & by appointment.

Readings: There is no textbook for this course. On-line readings will be assigned from CyberCollege http://www.cybercollege.com/tpv_ind.htm.

Materials: 3 or more mini DV videotapes. (**Write name clearly on box & tape spines!**)
Course Exercises (distributed in class & via class website)

Course Description: T351 teaches the technical skills and creative principles required for video field and post production. Topics include video recording technology, composition, lighting, continuity, sound, and editing. Experience planning, shooting and editing video projects will be provided through hands-on exercises, projects and assignments.

Attendance: Attendance is mandatory. Promptness at the start of lab is required. Missing a class or repeated tardiness will result in a drop in your final grade by 6/100 points, or a half letter. More points will be deducted if your absence creates a hardship for fellow lab partners.

There is an Indiana University Religious Holy Days/Holidays policy stating that instructors must reasonably accommodate students who want to observe their religious holidays at times when academic requirements conflict with those observances. It is the student's responsibility to inform instructors of conflicts *no later than the second week of the semester* so that reasonable accommodations may be provided.

Computers, Procrastination & Murphy's Law: Late assignments will not be accepted. Please don't come to class without homework due to *technical difficulties*. (My computer crashed, printer ran out of ink, not enough batteries, etc.) Don't wait until the last minute to carry out your work. If you do, you will be rushed, your work will suffer and your computer will probably crash. Expect equipment to malfunction, batteries to run down, and hard drives to crash. ALWAYS make a redundant copy of your work. This applies to computer files and paperwork. Save your media into a master directory on your assigned drive. REMEMBER to set the Final Cut Pro Scratch disk to your master media folder every time you launch it. Back your folder up onto TC Net Scratch periodically. It is your responsibility to supply backup copies of critiques and other materials if needed.

Lab Usage & Equipment: You are responsible for knowing and adhering to all Lab Policies. For example, there are time allotments for equipment check out. Typically cameras and other gear can be checked out in 4-hour blocks of time. Your classmates will appreciate it if you return equipment on time. If you will be late, call the lab at 855-7855. Returning equipment late will result in a grade reduction and possible restrictions on using Departmental equipment. There is absolutely no food or drinks allowed in the production facilities. You will be financially liable for broken or lost equipment due to negligence. Cameras and editing equipment are only used for work directly related with the course.

Course Requirements & Grading: Your grade will be based on your understanding of class material and your competence with skills demonstrated in the labs. There are hands-on graded lab activities, exercises, production assignments, critiques, exams, and a final project, which altogether total 500 points. There are no makeup opportunities for missed quizzes or work due to absence or tardiness. **Assignments are to be turned in on time or not at all.**

Think of the larger production exercises that you will write, shoot and edit as Portfolio Projects (P.P.). These exercises provide a way for you to exercise your creativity while producing a high-quality piece for your portfolio.

The total final points awarded will be resolved into a percentage of 100. The final grading criteria is: A+ = 98-100, A = 94-97, A- = 90-93, B+ = 87-89, B = 84-86, B- = 80-83, C+ = 77-79, C = 74-76, C- = 70-73, D+ = 67-69, D = 64-66, D- = 60-63, F = 59 & below.

T351 Grading Criteria - 500 total points

	5	Expectations Exercise
	15	Field Shoot Acquisition Exercise & shot log/critique
P.P.	30	Storyboard & Action Sequence & critique* – Point breakdown:
	5	Storyboard
	20	Production
	5	Critique
	20	Audio / News Exercise
	10	Photoshop Graphic
	50	Midterm Exam
	20	In-class critiques
	20	Lighting Exercise
P.P.	50	Interview / Feature Story & critique – Point breakdown:
	10	Pre-production (proposal, questions)
	20	Camera & lighting
	15	Post-production
	5	Critique
P.P.	50	Art Video & critique - Point breakdown:
	10	Pre-production (proposal, treatment & script or storyboard)
	35	Production
	5	Critique
P.P.	55	Drama / Storytelling Exercise - Point breakdown:
	15	Pre-production
	35	Production
	5	Critique
	10	Internet Resource Exercise
	10	Multimedia Movie
P.P.	65	Final Project- Point breakdown:
	20	Pre-production & presentation (proposal, treatment, script & other materials)
	40	Production (shooting & editing)
	5	Critique
	70	Final Exam
	20	Participation
	500	Total Points

* Critique: A one-page (**minimum!**), double-spaced, typed, write-up describing your project experience.

T351 Schedule -----

WEEK 1: COURSE INTRODUCTION – VIDEO CAMERAS 101

Review production process, continuity, & class assignments:

- Storyboard Exercise
- Art Video
- Interview / Feature Story
- Dramatic / Storytelling Project
- Final Project

Expectations exercise

Design elements: pitches, proposals, treatments, scripts & storyboards

Discuss storyboard/action sequence

Readings: Cybercollege units 10, 11, 12, 17a, 17b, 19 & 20 (cameras) 50, 51, 52, 53, 54, 55, 56 & 57 (continuity, editing, editing guidelines & timecode)

LAB: Basic Camera Operation

Camera Practice & critique (in lab)

Field Shoot Acquisition Exercise (Shoot in lab. Tape, log & critique due at start of next lab)

Reminder: Storyboards due tomorrow!

LAB: Composing Images, advanced camera settings & techniques

Storyboards due.

Shoot Storyboard/Action sequence exercise (Will edit in Thursday lab.)

LAB: EDITING 101/ FINAL CUT PRO Overview & Introduction

Initial Art Video idea due / discuss in lab

Linear & Nonlinear editing

Workstation assignments

Edit Storyboard/action sequence (Critique & program due at start of next lab)

WEEK 2: SOUND

- Art Video Proposals/Treatment Due –
- Initial Final Project idea due

Audio overview

Microphone techniques for interviews and natural sound

Readings: Cybercollege units 37, 38, 39 & 40 (audio)

LAB: Review Storyboard/action sequence (critiques due)

Audio /News Exercise (Shoot in lab. Tape, log & critique due at start of next lab)

LAB: -Interview / Feature Story proposal due- (who, what, when, where, questions etc.)

Discuss in lab.

Importing & exporting with FCP

Graphics/Photoshop Exercise

LAB: Shoot Art Videos

WEEK 3: MIDTERM QUIZ (Quiz covers cameras & audio) – LIGHTING & MOOD

Lighting for Video

Readings: Cybercollege units 27, 28, 29, 30, 31, 32, 33, 34 & 35

LAB: Assign interview pairs (if applicable)

Finish editing Art Videos. Review Art Videos starting at 3:30 PM

LAB: - Completed Final Project proposal & treatment due -
Lighting Exercise (Tape, log & critique due at start of next lab)

LAB: - Lighting Exercise tape, log & critique due –
- Drama/Storytelling idea / pitch due – Vote on ideas and assign partners
- Shoot Interview / Feature story -

WEEK 4: ADVANCED TECHNIQUES for VIDEO FIELD & POST PRODUCTION

- Final version of Drama/Storytelling Design Due -

Readings: TBA

LAB: Finish editing Interview / feature stories (critique due at start of Wednesday lab)
Drama / Storytelling Project planning time.

LAB: Shoot Drama/Storytelling Projects

LAB: Edit Drama/Storytelling Projects

WEEK 5: ENGINEERING & TROUBLESHOOTING

Signal processing & test equipment
Troubleshooting & maintenance techniques

Readings: Cybercollege unit 16

LAB: Internet Resource Exercise
Begin work on final projects.

LAB: Shoot final projects.

LAB: Creating Multimedia Movies for cross-platform applications
Work on final projects

WEEK 6: FINAL EXAM - FINAL PROJECT SHOWCASE

Final Exam

LAB: Edit final projects

LAB: Final Project Showcase

LAB: Critiques due