

SOUTHERN MAINE COMMUNITY COLLEGE

CNMS 210 01 | Video Pre-Production

May 26 - June 4, 2015, Tuesday, Wednesday, Thursday, 9AM - 4PM.

Location: Hildreth Media, Room 214,

Instructor: Huey Coleman. Credit : 3. Total contact hours 45.

E-mail:, hcoleman@smccme.edu Phone 207-415-7154

Course Syllabus CNMS-210 01 Advanced Video and Audio Production

Course Description

This course is part 1 of Video Boot Camp and concentrates on pre-production phase of making a movie. In this pre-production stage students in production teams will write the script for their movie. Students will also learn producing skills: securing film locations, casting actors, and developing a production timeline and shooting script.

Text, Tools, and/or Supplies

Celtx (free download under "Desktop")

Recommended: 1 - 3 TB Hard Drive, headphones

Text: As assigned by instructor from print outs or online.

Student Evaluation and Grading:

Attendance & In class assignments

Working and final versions of your production team's script

A production timeline

A shooting script.

Individual production journal entries

Grades will be determined as follows:

- a. Attendance, Being on Time, and Class Participation - 30%
- b. Assignments: In class and out of class (production journals, script drafts) - 20%
- c. Production timeline & shooting script - 25%
- d. Final Script - 25%

Assignments.

This class approaches video production in a professional manner. Arriving on time and being reliable are two of the basic tenets of a film crew and you will be graded on how you handle those important aspects of video production. Your attendance at all classes is mandatory and your participation in class is an important component in determining your grade. Late arrivals result in a significant number of points subtracted from your final grade. Making a video is a group experience. You will be graded on how well you work in groups as much as on your individual achievements. The instructor will offer critiques of students's written materials and movies throughout the production process. Assignments may vary from the syllabus outline. It is each student's responsibility to check with the instructor, online posting of assignments, and e-mail notifications on assignment and class updates.

Format

Written assignments should be printed on 8.5x11 inch typed page, double spaced in 12 point font, with your name and date due at the top of the page. No discs please. You must keep a copy (digital or paper) of your written assignments and notes for oral presentations for reference use during the semester

Course Policies:

You are required, as stated in the college handbook, to attend all classes. A portion of your grade is determined by your attendance and active participation in class. Points will be deducted for unexcused absences, tardiness, or leaving class early. It is SMCC policy that if you have 3 consecutive unexcused absences (in this class that means 1 class meeting day) then you receive an Administrative Failure which is reported to the dean of the college. I want all of you to do well in this class. If you are having problems keeping up with the class and the assignments, please talk to me so we can develop a plan that works for you. This syllabus is subject to change.

Academic Dishonesty:

Plagiarism and cheating are serious offenses and may be punished by failure on exam, paper or project; failure in course; and or expulsion from the University. For more information refer to the "Academic Dishonesty" policy in the University Undergraduate Catalog.

Nondiscrimination Statement:

Southern Maine Community College does not discriminate in its education and employment programs on the basis of age, race, color, gender, sexual orientation, national origin, disability, or religion. The College complies with Title VI of the Civil Rights Act of 1964, Title IX Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA) of 1990. Inquiries regarding Title VI and Title IX may be made to: Affirmative Action Officer Southern Maine Community College 2 Fort Road South Portland, ME 04106 Telephone (207) 741-5798

ADA (Americans with Disabilities Act):

Southern Maine Community College is an equal opportunity/affirmative action institution and employer. For more information, please call [207-741-5798](tel:207-741-5798). **If you have a disabling condition and wish to request accommodations in order to have reasonable access to the programs and services offered by SMCC, you must register with the Disability Services Coordinator, Sandra Lynham, who can be reached at 741-5923.** Further information about services for students with disabilities and the accommodation process is available upon request at this number. Course policies about online testing are modified to suit each individual's accommodations.

Video Pre-Production, Part 1 of Video Boot Camp, Summer, 2015
Class and Assignment Schedule
Tuesdays, Wednesdays, Thursdays, 9AM - 4PM

NOTE: Throughout the course you are required to keep a daily production journal. This journal should have notes on new skills, techniques, aesthetics, film history, etc. that you learn in class and in your group meetings. It also should be self reflective on your role in the production process and the lessons learned in making your movie.

Week 1

May 26. Day 1. The Circle of Video Production

*Class Activity and Discussion: Getting to know each other. Go over syllabus, SMCC policies, and classroom decorum. Discuss the goals of the course. Go over production roles. Pre-test. **Pitch film ideas.** Start your production journal, listing new facts or procedures you learned and why they are important.

*Media will be shown in each class relevant to the subject at hand. Selections from landmark films in film history and contemporary films will be screened.

***Assignment due Thursday, May 28:** Completed rough draft of script. This is an outline with 3 act structure and the Hero's Journey. Also a list of scenes with content and characters.

May 27. Day 2. The Circle of Video Production

*Class Activity and Discussion: Review scriptwriting basics. Camera tech basics & Video Vocabulary field assignment. Continue to develop scripts.

*Media: Selections from landmark films in film history and contemporary films.

*Assignment due next class: Continue your production journal. Research and work on script.

May 28. Day 3. The Circle of Video Production

*Class Activity and Discussion: Script rough drafts due. Review scripts. Plan casting call for actors for Tuesday, June 2. 12:45PM - 3:45PM, lighting workshop w/Corey.

*Media: Selections from landmark films in film history and contemporary films.

***Assignments due for Tuesday, June 2:**

- A. Completed first draft of script with all 3 acts and the Hero's Journey.
- B. Individual production journal for week 1 of at least 2 pages in length due.
- C. Send out notices to potential actors for roles in your movie and promote casting call.
- D. Take home cameras for practice.

Week 2

June 2, Day 4 Producing the Movie

*Class Activity and Discussion: Review and critique first drafts of scripts. Sample script readings. (Possible) guest speaker on conducting a casting call for actors and acting for film. Producing basics: crew, cast, locations, production timeline, shooting script, copyright, releases, and permissions. First week's production journal due. **Casting call 3PM - 6PM.** (or Wednesday, June 3)

*Media: Selections from landmark films in film history and contemporary films.

***Assignment: Finished script due Thursday, June 4.** This is a completed first draft of your team's script with all 3 acts and the Hero's Journey.

Shooting script/storyboard and production timeline due June 9.

Continue your production journal.

June 3, Day 5 Producing the Movie

*Class Activity and Discussion: Review of finished scripts. Work on production timeline and production logistics. Work on storyboard/shooting script. Finalize actors and locations.

*Media: Selections from landmark films in film history and contemporary films.

*Assignment: Continue work on scripts. Select actors for your movie. Begin working on shooting script & production timeline. Props and costume lists. Find and secure locations. Continue your production journal.

June 4, Day 6 Producing the Movie

*Class Activity and Discussion: Review first draft scripts. Directing basics and directing actors. Secure locations. Finalize production logistics and production timeline. How to get music for your soundtrack.

*Media: Selections from landmark films in film history and contemporary films.

***Assignments due Tuesday, June 9:**

A. Shooting script/storyboard and production timeline.

B. Individual production journal for week 2 of at least 2 pages in length.