C A P I L A N O UNIVERSITY	
COURSE OUTLINE	
TERM: Fall 2017	**COURSE NO.:** IDF 103
INSTRUCTORS:	**COURSE NAME**: Production Design I
OFFICE: **LOCAL:**	**COURSE CREDITS:** 1.5

MISSION STATEMENT: The Indigenous Independent Digital Filmmaking program provides culturally relevant and technically advanced digital media production training to Indigenous learners.

COURSE FORMAT: 4 lecture hours per week over 8 weeks.

COURSE PREREQUISITES: None.

Note: IDF 103 is equivalent to MOPA 103. Duplicate credit will not be granted for this course and MOPA 103.

LEARNING OUTCOMES:

General: This course familiarizes students with the process involved in the design, planning and construction of motion picture sets.

Student Learning Outcomes: Upon successful completion, students will be able to:

- describe the basic duties of the various members of the art department;
- analyze the contribution of the production designer to the success of the finished production;
- plan and execute a basic production design layout;
- identify the safe and appropriate use of construction tools and machinery.

COURSE CONTENT:

WEEK	CONTENT

1	INTRODUCTION and THEORY OF DESIGN
	    * What is design?
	    ∗ Purpose of design in cinema
	    ∗ Emotional mapping & coherence
	    ∗ The 'clients': director, producer, studio, audience
	    ∗ Introduction to Story Space: Design application to mainstream cinema -vs- guerilla filmmaking -vs- new media
	    ∗ Assignment #1—Still photo exercise: deconstruction / reconstruction (individual assignment)

2	MAKING STORIES VISUAL

WEEK	CONTENT
	∗ Making story visible: script to blocking ∗ Time, place & theme & cultural awareness ∗ Composition and Character ∗ The optimum setting: location -vs- stage-build ∗ Location and Casting ∗ Assignment #2 -- Analysis of movie set (group assignment)
3	ABOUT REALITY ∗ Meaning of reality in telling stories ∗ Architectural reality ∗ Genre ∗ Research & reference: mining cultural visual symbols ∗ Art Department: related jobs and employment overview ∗ Assignment #3 -- Set design for a scene (part A)
4	DEVELOPING and PRESENTING DESIGN IDEAS ∗ The architectural drawing in history ∗ Visual thinking and communicating ∗ Sketches, illustrations, models ∗ Storyboarding ∗ Set design & construction drawings ∗ Pre-Viz ∗ Space, Height and Dimension ∗ Guerilla execution: working within someone else's community ∗ Assignment #4 – Set design for a scene (part B)
5	DESIGNING FOR LIGHT ∗ Set afforded lighting & practical lighting ∗ Facilitating Director of Photography lighting ∗ Collaborating with lighting stakeholders ∗ The legacy of shadows in Indigenous cultures ∗ Budget reality (time, focus, money) ∗ Interim review of set design assignments Assignment #5 -- Set design for a scene (part C)
6	CRAFTS OF CHARACTER ∗ Revealing character in sets ∗ Set decorating and props ∗ Costume design collaborations ∗ Graphics and signage ∗ Logic of construction Assignment #6 - Completion of set design for a scene (part D)
7	BACKINGS and CGI ∗ Traditional Backings ∗ Sets and in camera SPFX ∗ CG enhancement & construction ∗ CG future (mocap, smart stages, etc)

WEEK	CONTENT
8	FINAL PRESENTATION and CONCLUSIONS ∗ Story Space and Design Elemens in Documentary and New Media ∗ Conclusions ∗ FINAL PRESENTATION of set design assignment (group)

REQUIRED TEXT: Resource material will be provided by the instructor and posted online.

EVALUATION PROFILE:

Standards of Professional Behaviour Expectations:
Professionalism	5%
Self-awareness skills	5%
Communication skills	5%
Teamwork skills	5%
Assignment 1	10%
Assignment 2	10%
Assignment 3	10%
Assignment 4	10%
Assignment 5	10%
Assignment 6	10%
Final Presentation of assignments	20%
TOTAL:	**100%**

Professionalism, self-awareness skills, communication skills and teamwork skills are used for the purpose of evaluation and are described under the IIDF Standards for Professional Behaviour Expectations. Students will be given regular feedback on their progress during the course.

GRADING PROFILE:

A+ = 90-100%	B+ = 77-79%	C+ = 67-69%	D = 50-59%
A = 85-89%	B = 73-76%	C = 63-66%	F = 0-49%
A- = 80-84%	B - = 70-72%	C - = 60-62%	

ASSIGNMENTS:
All assignments are tailored to ensure students are aware of the cultural, social and political implications of Indigenous television and film. All exercises and assignments must be completed.

Assignment 1: photo design exercise (individual)
Assignment 2: film set analysis (group)
Assignment 3: set design for a scene (part A)
Assignment 4: set design for a scene (part B)
Assignment 5: set design for a scene (part C)
Assignment 6: set design for a scene (part D)
Final Presentation: set design assignments (group)

OPERATIONAL DETAILS:

UNIVERSITY POLICIES
Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Cheating and Plagiarism, Academic Probation and other educational issues. These and other policies are available on the University website.

ATTENDANCE
Regular attendance is essential. Please refer to the IIDF Standards for Professional Behaviour Expectations.
Penalties for Missing Class
Attendance will be taken daily. Please refer to the IIDF Standards for Professional Behaviour Expectations.
Responsibility for Material Covered during a Missed Class
When students are absent from class, they are still responsible for the material covered during their absence, including announcements, assigned readings and handouts.

PUNCTUALITY
Punctuality is essential. Please refer to the IIDF Standards for Professional Behaviour Expectations.

PENALTIES FOR LATENESS
Students more than 15 minutes late for class will be marked absent.

PARTICIPATION
Students will be evaluated on knowledge of readings/assignments as recommended in class, attendance and active engagement in class discussions.

LATE ASSIGNMENTS
All assignments must be presented at the beginning of class on the due date.
Acceptance of Late Assignments
Late assignments will be accepted only if a doctor's certificate of illness or a death certificate, in the case of the death of a close family member, is provided, or the instructor has given approval for a late submission date.
Late assignments will not be accepted after the assignments have been returned and the answers discussed in class.

CHEATING AND PLAGIARISM
Definition of Plagiarism
Plagiarism is the intentional or unintentional presentation of another person's work, ideas, insights, interpretations, sequence of ideas, or oral historic knowledge as if they were one's own. Plagiarism is both dishonest and a rejection of the principles of scholarship.
Information about Cheating and Plagiarism
Information about how to avoid plagiarism by proper documentation of sources is available from the Library and the Writing Centre.
Oral Examination
In cases in which plagiarism is suspected, the instructor may require a student to take an oral examination on the assignment submitted before a grade is given on that assignment.

Penalties for Cheating and Plagiarism
A grade of "0" for an examination, quiz or assignment, or "F" for the course, may be assigned if cheating or plagiarism has taken place. First incidents deemed to be particularly serious, or second or subsequent incidents of cheating and plagiarism, will be dealt with under the provisions of the *University Policy on Cheating and Plagiarism.*
University Policy on Cheating and Plagiarism
All students should familiarize themselves with the *University Policy on Cheating and Plagiarism* as such behaviour can result in suspension from the University.

GRADES OF INCOMPLETE "I"
Assignment of Incomplete
Students who fail to meet deadlines during the semester will not be granted an Incomplete "I" without prior approval of the instructor. Arrangements should be made in writing between the instructor and the student specifying the exact nature of the work to be done and the date it is to be submitted.

Conditions for Granting an Incomplete
Grades of Incomplete "I" will be granted only if there is a valid reason for extending the evaluation deadline and if students have a reasonable chance of improving their grade to pass the course.
Grades of Incomplete "I" will be given if a doctor's certificate of illness or a death certificate, in the case of the death of a close family member, is provided. If the extension date for the submission of incomplete assignments is not met, the grade will automatically revert to the grade based on the student's present achievements.

ENGLISH USAGE
Standard of Usage
At the first year level, students are expected to write in clear sentences and to produce organized and developed paragraphs. All written work submitted must use good academic English and follow the guidelines provided in the Capilano University Guide to Writing Assignments (available from the University Bookstore).
Evaluation
All assignments are marked for correct English usage. It is the responsibility of students to proof-read all their writing for any grammatical, spelling and stylistic errors.

FORMATTING
All essays or similar work submitted for grading must be typewritten.

PROFESSIONAL BEHAVIOUR
Students should be able to demonstrate a professional attitude and behaviour toward work, fellow-students and their instructor. Each student should demonstrate reliability, respect for and co-operation with colleagues. A willingness to work calmly and courteously under difficult conditions, as well as a determination to achieve first-class work while meeting deadlines, is necessary in this course. Students should have respect for equipment and systems, and constructive response to criticism. Please refer to the IIDF Standards for Professional Behaviour Expectations.

COMPUTER COURSE REQUIREMENTS/POLICIES
Students are expected to abide by the **Statement of Appropriate Use of Information Technology Facilities and Services** in any use of computers at the University. This statement can be obtained from your department, the Library, Computer Services or on the University web site.

EMERGENCY PROCEDURES:
Students should familiarize themselves with emergency procedures posted in the classroom.