

CAPILANO UNIVERSITY COURSE OUTLINE

IDF 250 – ADVANCED PRODUCTION PROJECT

Spring 2018

Division	School of Motion Picture Arts		
Course Name	IDF 250 - Advanced Production Project	Credits: 5	
Instructor		x@capilanou.ca	604.986.1911 loc x
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VISION STATEMENT

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

COURSE FORMAT

A minimum scheduled two hours of seminar and/or studio instruction and/or supervised editing instruction, and a minimum of eight hours of applied project work each week for fifteen weeks. Students are advised that an increased schedule of production hours outside of class time (beyond the above-listed minimums) is expected to help ensure a high degree of quality in the completed project. Students should anticipate additional production hours as demanded by workflow requirements.

COURSE PREREQUISITES

None.

STUDENT LEARNING OUTCOMES

General

This course explores the art and practice of filmed dramatic entertainment. It is designed to provide mentored hands-on experience in the artistic disciplines as well as the industrial practices of entry-level dramatic film and video production.

Instructional

Upon successful completion of this course students will be able to:

- * Function in an "above the line" capacity on professional entry-level dramatic film/television production;
- * Select, develop and pitch original entry level literary material;
- * Demonstrate working knowledge of key crafts contributing to entry level professional dramatic film, television and media production;
- * Fill a variety of key crew positions on professional entry-level dramatic productions;
- * Demonstrate an advanced degree of cinema literacy with particular emphasis placed on the development of universal, practical, visual skills.

In addition, faculty will provide:

Project supervision, project meetings, feedback screenings, supervision of final compilation, consideration for inclusion in year-end screening and consultation regarding next steps in the service and independent industry and further study.

PROGRAM LEARNING OUTCOMES
Program Mission
The Indigenous Independent Digital Filmmaking program is designed for students who wish to gain an understanding of the basic functions of a film set and the professional practices of an industry-standard production. Areas of study include story development, pre-production, production, and post-production, with a focus on film crafts (camera, lighting, sound, grip, sets, props, etc.) technical skills and professional behaviour. Lecture, labs and project work combine to create a realistic and effective learning environment. The goal is to prepare students for an entry-level position in the professional motion picture industry and to provide a foundation for independent filmmaking.
Program Goals
<p>Knowledge: To introduce and provide access to current technologies and protocols of the motion picture production process from concept to completion at an introductory level. To articulate, demonstrate and provide practice in the roles of various crew positions on a set.</p> <p>Skills: To enable students to apply appropriate management practices and procedures. To encourage proper set etiquette and crew team-work.</p> <p>Value: To demonstrate and encourage industry standard professionalism throughout the filmmaking process.</p>

PROGRAM STUDENT LEARNING OUTCOMES
<p>Students successfully completing this program will:</p> <ol style="list-style-type: none"> 1. Employ creative principles to develop a screenplay and critique scripts for production purposes; 2. Execute basic film directing skills, including conceiving a visual strategy for telling a story using motion picture arts, working actors and leading a film crew; 3. Design and produce sophisticated short independent films while employing protocols of professional film set procedures and advanced technical skills in a professional manner; 4. Schedule and budget the pre-production, production and post-production of short independent films; 5. Identify and describe major factors that influenced filmmaking over the course of cinema history.

REQUIRED TEXTS

All resource material will be provided by the instructors.

WEEKS 1-15**WEEK 1:**

- a: Course overview, distribute content for student shoot, camera settings, exposure
- b: Safety issues
- c: Equipment borrowing process
- d: Class wide schedule & crew planning

WEEKS 2-6:

- a: PRODUCTION
- b: Students will review dailies with instructor during production weeks and re-shoot if required.

WEEKS 7-10:

- a: Editing
- b: Students will screen rough cuts for class and instructor during editing weeks.
- c: Students will provide receive edit notes.
- d: Adding Effects
- e: Color correction
- f: Application of edit notes.

WEEK 11:

- a: Graphics; Titles, effects, and aesthetics

WEEK 12:

- a: Sound design: Using room tone, adding music and sound effects.

WEEKS 13-14:

- a: Finishing, exporting and packaging etc.
- Week 14: In-class screening

WEEK 15:

Student films due. Screenings of student films.

EVALUATION PROFILE

Assignments *	80%
Attendance and Participation**	10%
Professional Behaviour***	10%
Total	100%

***ASSIGNMENTS**

Production 1 – Above the line role participation	10%
Production 2 – Above the line role participation	10%
Production 1 – Above or below the line role participation	10%
Production 2 – Above or below the line role participation	10%
Review of dailies on two productions	5%
Application of edit notes	5%
Final production binders	10%
Final productions completed	20%
Total	80%

****Attendance and Participation**

Evaluation will be based on the practice and mastery of approved project work including:

- * Adherence to official published crew role responsibility guidelines (See MOPA Crew Responsibilities manual on Moodle, or refer to the hard copy.)
- * Working effectively and professionally as a member of a crew;
- * Meeting established deadlines, including delivery;
- * Arriving on time for all meetings and shoots.

***Professional Behaviour

Students are expected to interact with all crew and faculty members in a professional and respectful manner at all times. Behavior deemed unprofessional will result in a graduated discipline process which, if unsuccessful at resolving the issue may result in student removal from project and/or course

Technical Competence

Students will complete specific project tasks as required by the specific parameters of the craft as described in the job description. (See MOPA Crew Responsibilities manual on Moodle, or refer to the hard copy.)

Feedback

The faculty supervisors meet with the students individually during pre-production, production or post production to provide oral interim feedback to the student on their individual technical competence and individual professional behaviour.

Grading Profile			
A+ = 90-100%	B+ = 77-79%	C+ = 67-69%	D = 50-59%
A = 85-89%	B = 73-76%	C = 63-66%	F = 00-49%
A- = 80-84%	B- = 70-72%	C- = 60-62%	

OPERATIONAL DETAILS:

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:

Attendance will be taken daily and will form part of the final grade (See Evaluation Profile). When students are absent from class, they are still responsible for the material covered during their absence, including announcements, assigned readings and hand-outs.

PUNCTUALITY:

Punctuality is essential and forms part of the participation grade. Late attendance will be reflected in the student's final grade.

LATE ASSIGNMENTS:

All assignments must be delivered at the place and time specified by the instructor. Late assignments will only be accepted if prior approval for a late submission date has been given by the instructor.

MISSED EXAMS AND QUIZZES:

Missed exams and quizzes will be assigned a grade of zero. Students will be allowed to make up exams and quizzes only under the following conditions: if a doctor's certificate of illness is provided; if, in the case of the death of a close family member, a death certificate is provided; if prior approval of the instructor has been obtained.

CHEATING/PLAGIARISM:
Plagiarism is the presentation of another person’s work or ideas as if they were one’s own. Plagiarism is both dishonest and a rejection of the principles of scholarship. All students should familiarize themselves with the University Policy on Cheating and Plagiarism (See the University Website) as such behaviour can result in suspension from the University.
INCOMPLETE GRADES:
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.
ENGLISH USAGE:
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). It is the responsibility of students to proof-read all their writing for any grammatical, spelling and stylistic errors.
STUDIO/FILMING DISCIPLINE:
Students must be dressed appropriately. Wet and cold weather requires waterproof and warm clothing. Students are required to wear work clothes for technical and production sessions. Clothing may be subjected to dirt, paint and dust. Sturdy shoes are a must. No food or beverages are allowed on set during production activities and during technical classes. Disruptive students will be asked to leave.
COMPUTER COURSE REQUIREMENTS/RESPONSIBILITIES:
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 website.
ELECTRONIC DEVICES/LAPTOPS:
Use of electronic devices is not allowed during class time, except at the discretion of the instructor.
COMPUTER LAB USAGE:
No food or beverages are allowed in the University’s computer labs at any time. Students must not abuse internet privileges by visiting inappropriate or illegal websites. 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 the department, the Library, Computer Services, or on the University website. Intentionally opening and/or altering other students’ projects will not be tolerated. Respect for other students’ work is of utmost importance. Offences regarding the above will result in the “0” mark in the participation grade, and restricted access to facilities.
PARTICIPATION/PROFESSIONAL BEHAVIOUR:
The grade for class participation is based on both the frequency and the quality of students’ comments, questions and observations, with the emphasis on quality. The quality is determined by, among other things, the relevance, insight and clarity of remarks. Students are expected to demonstrate a professional attitude and behaviour towards their work, fellow-students, and their instructor. Students 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 a constructive response to criticism.
EMERGENCY PROCEDURES:
Students should familiarize themselves with emergency procedures posted in the classroom.