CAPILANO UNIVERSITY

COURSE OUTLINE		
TERM: Fall 2018	**COURSE NO: MOPA 410**	
INSTRUCTOR:	**COURSE TITLE: MOPA Project #5**	
OFFICE: **LOCAL:** **E-MAIL:** @capilanou.ca	**SECTION NO(S):**	**CREDITS: 6**
OFFICE HOURS:		
COURSE WEBSITE:		

Capilano University acknowledges with respect the Lil'wat, Musqueam, Squamish, Sechelt, and Tsleil-Waututh people on whose territories our campuses are located.

COURSE FORMAT

A minimum scheduled eight hours per student of classes, workshops, mentored production meetings, studio instruction and supervised editing lab work over a fifteen-week period. Students are advised that an increased schedule of production hours outside of class time (beyond the above-listed minimum) is recommended to help ensure a high degree of quality in the completed projects.

COURSE PREREQUISITES

8.5 credits of 400 level MOPA.

CALENDAR DESCRIPTION

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 film and video production. Each student produces a short, episode, proof of concept, teaser, script, business plan or further written and/or visual materials in support of their Development Project. Although there is faculty supervision on all four-hundred level projects, students are expected to develop and produce work independently. Depending on the nature of the project, students may work alone or in creative teams.

COURSE NOTE

MOPA 410 is an approved Experiential course for Cap Core requirements.

MOPA 410 is an approved Capstone course for Cap Core requirements.

REQUIRED TEXTS AND/OR RESOURCES

Required texts will be provided by the instructor.

COURSE STUDENT LEARNING OUTCOMES

On successful completion of this course, students will be able to do the following:

- Outline and perform a creative role on a film production
- Comply with a production schedule and deadlines, including delivery
- Generate and manage individual and group workflow
- Solve production problems and resolve conflicts
- Design and assess artists' roundtables, workshops and consultations
- Evaluate and support other students' projects
- Demonstrate a professional standard of conduct

CAP CORE LEARNING OUTCOMES

Students who complete this Experiential course will be able to do the following:

- Critically reflect on their progress and development in the context of the course and assess the utility of the acquired knowledge, skills, and values in the learner's personal, academic, or professional trajectory.
- Apply the skills and knowledge of a given discipline or professional context, including working collaboratively in both leadership and team roles.

Students who complete this Capstone course will be able to do the following:

- Identify a topic of inquiry or practice
- Gather and organize relevant research materials
- Evaluate, synthesize, and apply research findings
- Share findings or results in a means appropriate to a field of study.

COURSE CONTENT

Each student produces one of several development options from:

- Short film – 10 to 15 minutes
- Webisode – 8 to 10 minutes
- Proof of concept – teaser for a feature
- Script – short film, spec TV script, feature, documentary proposal
- Business plan for an entertainment related business
- Further written and/or visual materials in support of their Development Project.

EVALUATION PROFILE	
Project – Creative and Technical Delivery	25%
Participation, Professionalism and Attendance	15%
Production Service/Peer Support	20%
Development Project Report	20%
Development Project Presentation	20%
TOTAL	100%

PROFESSIONAL BEHAVIOUR OUTCOMES and MEASUREMENT CRITERIA

1. Ability to work in peer groups

Measurement criteria: The student demonstrates:

- Leadership by proposing goals and tasks, initiating discussion and keeping peers focused
- Reinforcement of others by, verbally or nonverbally, encouraging and supporting others and giving recognition for contribution
- Openness and acceptance of others' ideas

2. Self-awareness, self-care, self-learning (self-motivation)

Measurement criteria: The student demonstrates:

- A reflective practice which allows the student to be aware of his/her own competence in his/her position in the crew
- An awareness of internal and external factors in one's personal life and how they can affect
- Professional performance
- The ability to identify and remediate one's own knowledge, skills and abilities gaps

3. Ethical standards

Measurement criteria: The student demonstrates:

- Honesty
- Sense of duty
- Accountability
- Integrity
- Commitment
- Respect for colleagues' dignity
- Respect for University property
- Respect for the SMPA

4. Good work habits

Measurement criteria:

- Shows up at call time and on time for meetings
- Does not miss shoots
- Dresses appropriately for set
- Required notes or paperwork are effective and legible

5. Time Management

Measurement criteria:

- Meets deadlines for prep
- Prepares for shoot
- Completes tasks on time

6. Critical Thinking

Measurement criteria:

- Applies an appropriate model to assess problems facing the task at hand
- Clearly (and collaboratively if necessary) recommends appropriate choice of action
- Can clearly defend outcomes in a professional and ethical manner

7. Communication

Measurement criteria:

- Displays appropriate oral communication skills within the group
- Written communication skills are appropriate for the position with timely completion of paperwork

PARTICIPATION

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.

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	

Incomplete Grades

Grades of Incomplete "I" are assigned only in exceptional circumstances when a student requests extra time to complete their coursework. Such agreements are made only at the request of the student, who is responsible to determine from the instructor the outstanding requirements of the course.

Late Assignments

Assignments are due at the beginning of the class on the due date listed. If you anticipate handing in an assignment late, please consult with your instructor beforehand.

Missed Exams/Quizzes/Labs etc.

Missed exams and quizzes will be assigned a grade of zero. Make-up exams, quizzes and/or tests are given at the discretion of the instructor. They are generally given only in medical emergencies or severe personal crises. Some missed labs or other activities may not be able to be accommodated. Please consult with your instructor.

Attendance

Attendance will be taken daily and will form part of the final grade. This is a professional program. Accordingly, students are expected to be on time and to attend every class. Arriving more than 20 minutes after the commencement of class, or leaving early, will be considered an absence. Students with three unexcused absences will fail the course. When the students are absent from the course, they are still responsible for the material covered during their absence, including announcements, assigned readings and handouts.

English Usage

Students are expected to proofread all written work for any grammatical, spelling and stylistic errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments.

Electronic Devices

Use of electronic devices is not allowed during class time, except at the discretion of the instructor.

On-line Communication

Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email or Moodle; please check both regularly. Official communication between Capilano University and students is delivered to students' Capilano University email addresses only.

UNIVERSITY OPERATIONAL DETAILS

Tools for Success
Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: http://www.capilanou.ca/services/

Capilano University Security: download the CapU Mobile Safety App

Policy Statement (S2009-06)
Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

Academic Integrity (S2017-05)

Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy S2017-05 for more information: http://www.capilanou.ca/about/governance/policies/Policies/

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

Academic dishonesty is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

Cheating: Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:
- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

Fraud: Creation or use of falsified documents.

Misuse or misrepresentation of sources: Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

Plagiarism: Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

Self-Plagiarism: Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

Prohibited Conduct: The following are examples of other conduct specifically prohibited:
- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

Sexual Violence and Misconduct
All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

> Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence and Misconduct Policy and B.401.1 Sexual Violence and Misconduct Procedure.

Emergencies: Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.

DEPARTMENT OPERATIONAL DETAILS

MOTION PICTURE ARTS STANDARDS FOR PROFESSIONAL BEHAVIOUR

Professional behaviour is essential in employment situations in the film and television industry. Professional behaviour, combined with professional technical and craft skills are the essential components that directors, producers, writers, actors, cinematographers, editors, agents, funders, broadcasters and distributors consider when deciding to build a team, hire, cast or green light a project. By acknowledging this, the Motion Picture Arts program fosters professional behaviour by evaluating each student according to these standards. In all student projects, professional behaviour forms part of the mark, students will be given interim reports in order to adjust behaviour that needs improvement. These standards reflect the values of professionalism in the film and television industry and represent the expected standard of behaviour required of employment in the field. The desired behaviours are described below as "outcomes" which are followed by a list of criteria against which the student's behaviour will be measured.

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.