

CAPILANO UNIVERSITY COURSE OUTLINE

MOPA 210 – MOPA PROJECT #3

Spring 2017

Division	School of Motion Picture Arts		
Course Name	MOPA 210 – MOPA Project #3	Credits: 6.0	
Instructor		xxx@capilanou.ca	604.986.1911 ext. xxx
Office			

VISION STATEMENT

The School of Motion Picture Arts is dedicated to inspiring a new generation of independent Canadian filmmakers through the fostering and mentoring of emerging talent utilizing progressive learning environments and authentic production experiences, such that graduates make valued contributions to

COURSE FORMAT
Eight lecture hours per week, for 15 weeks.
COURSE PREREQUISITES
17 credits of 200 level MOPA .

COURSE OBJECTIVES
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, option, 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.

REQUIRED TEXTS

* All resource material will be provided by the instructor/s.
MOPA Job Descriptions manual on Moodle, and hard copy.

WEEKS 1-15
WEEK 1, 2:
General Prep
WEEK 3-9:
Prep/Production Weeks
WEEK 10-15:
Post-Production and delivery

EVALUATION PROFILE	
Performance in key role #1- Production	25%
Performance in key role #2- Post-Production	25%
Weekly Production Journals and Time Sheets	30%
Professionalism	20%
Total	100%

Evaluation Criteria
<p>Evaluation will be based on the practice and mastery of approved project work including:</p> <ul style="list-style-type: none"> * 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.

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.)
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.
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/production, their professionalism grade will be affected. Crew time sheets will be filled out each day during production. Lateness or unexplained absences will affect professionalism grade. Additionally, where lateness or unexplained absence prevents student from executing their designated crew responsibilities, term grade for that specific role will be impacted as well – up to and including overall course failure for substantially incomplete work.
PUNCTUALITY:
Punctuality is essential and forms part of the participation grade.
LATENESS:
All student work must be performed at the place and time authorized by the instructor. Lateness will only be accepted if prior approval for lateness has been given by the instructor.
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.
COMPUTER COURSE REQUIREMENTS/RESPONSIBILITIES:
You 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. At no time may students download any form of data from the Internet. 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:

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.

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.

PROFESSIONAL BEHAVIOURAL 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
- * Mediating by persuading members to analyze constructively differences of opinion, by searching for common ground and compromising one's own opinion to completion of the task
- * Challenging by seeking information or elaboration from others to clarify their ideas
- * Summarizing, evaluating and closing by restating major points, helping to assess group process and decisions and by defining completion

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
- * The ability to accept, evaluate and respond appropriately to professional criticism

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 or on time for meetings
- * Does not miss meetings or shoots
- * Dresses appropriately for shooting
- * Required notes or paperwork are effective and legible
- * Appropriate adherence to the hierarchy on the set

5. Time management

Measurement criteria:

- * Meets deadlines for prep
- * Is prepared 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
- * Paperwork is completed and submitted on time