



V 1.0

Introductory to Film/Video (ART 2358-001-004)

Fall 2018

Class/Lab Meetings:

Fine Arts Building, Room 148/164/varies

Monday/Wednesday 2:00-4:50 PM

Instructor

Patty Newton

pnewton@uta.edu

Office: FA 162

Office Hours: M/W 11-12 PM,

Office Hours: TH 2-4 PM and by appointment

817/272-2891

Instructor

Lizette Barrera

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Office Hours: M/W 5-6 PM, and by appointment

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GTA

Shelly Brandon

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Office Hours: M/W 12pm-1pm, and by appointment

GTA

Tania Ali

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Office Hours: M/W 12pm-1pm, 5pm-6pm, and by appointment

817/272-2891

Course Description: This course is an intensive workshop in visual storytelling. Students will develop their aesthetic and critical approach to video. Readings, in-class lessons, out-of-class work and screenings are designed to develop technical skills and to sharpen the filmmaker's visual awareness and appreciation for the expressive potential of sound and image. By the completion of class students will be expected to have mastered all of the aesthetic and critical skills needed to begin producing cutting edge work.

Student learning outcomes

- Tell innovative digital stories.
- Knowledge of the rule of thirds and other compositional tools to create effective images.
- Control the color of light and use 3-point lighting for creating compelling images.
- Learn the key elements of successful preparation including casting, location scouting, and scheduling while generating basic necessary paperwork for their project.
- Learn to collaborate while forming a film community by working as effective film video crew persons.
- Learn the basics in sound and color control in the production and post process.
- Import video into a non-linear editing system, have control over the editing process and be able to exhibit work online.
- Critique their own and other film video work and articulate it in a meaningful way.

Strongly Recommended Text:

- The Filmmakers Handbook by Steve Ascher and Edward Pincus 4th edition
- "The Bare Bones Course in Film and Video" By Tom Schroepel
- Voice and Vision's 3rd edition by Mick Hurbis-Cherrier

There will be assignments/handouts that you will be required to read those by the date specified when I hand them to you, or have them posted on blackboard.

Attendance: At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator in student success. Each faculty member is free to develop his or her own methods of evaluating students' academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section, ***I take attendance daily in order to comply with the Department of Education requirements****. However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients "begin attendance in a course." UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Blackboard. This date is reported to the Department of Education for federal financial aid recipients.

***Attendance is taken in this class. As the instructor of this section, I have established the following attendance policy:**

1. Third day absent will result in reduction of one letter for the final semester grade.
2. Fourth day absent will result two letters off the final semester grade.
3. Fifth day absent will result in automatic failure of the class.

The student is responsible for any work missed during an absence, including any handouts given in class and any demonstrations.

Excused absences should be documented with a note from doctor or hospital, funeral home notice with date of event, auto accident report, etc.

It is not the responsibility of faculty to re-teach what the student has missed. Student should be aware that if a demonstration is missed they might not be allowed to utilize that equipment. Attendance is also mandatory for all critiques whether the student has completed the work required or not. Consistent lateness will also have a detrimental effect on the student's final grade. If you are more than ten minutes late you will be counted as absent.

Drop Policy: November 2, 2018 is the last day to drop a class. Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way

through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (<http://www.uta.edu/aao/fao/>).

Required Materials:

- (at least) 500GB or higher external (Mac compatible) hard drive, USB 3.0/C/thunderbolt, hard drive
 - these can be purchased from various vendors (*UTA Bookstore, Best Buy, Frys, Amazon, Lacie, G-Drive, WD, Seagate, etc.*)
*recommended best 1 TB
- SDHC and/or Ultra SD card, must be able to support video (32GB+)
 - * recommend best 64 GB+

*Note: THINK THESE ITEMS AS TEXTBOOK PURCHASES. IN YOUR OTHER NON-FILM COURSES, TEXTBOOK PRICES CAN BE EXPENSIVE.
Making movies is expensive.*

Recommended Materials:

- Flash drives (*to save word processing work: scripts, storyboards, shortlists, etc.*)
- BluRays/DVDS

Grading: Criteria for Projects

- A good idea
- Followed by many other good ideas;
- The persistence and tenacity to carry through on the many details of the project;
- A mastering of the technical knowledge required, and of the tools and equipment you will be using;
- The ability to communicate with your collaborators insuring you of getting good performances from your actors, subjects, and crew members;
- Technical and aesthetic creation of dynamic images, integrating good lighting, exposure, framing, and focus and use of color;
- Technical and aesthetic integration of music, sound effects, and an intelligible voice track;
- Consideration of audience and issues of representation;
- Conceptual unity and coherence within the piece;
- A sense of vision and innovation;
- A properly labeled tape handed in on time, with graphics, titles, and a completed, legally cleared, soundtrack.

NO LATE WORK WILL BE ACCEPTED. All assignments must be turned in by/on the due date.

- It is your responsibility to give yourself ample enough time to finish all assignments.
- There will be tech issues: computer crashes, FCP/Premiere/DaVinci Resolve troubles, camera glitches, etc.
- These are normal issues when it comes to making a film, so DO NOT WAIT to the last minute to complete any of your work.
- Work is due as an H.264 file at the beginning of class on the day noted in the syllabus.
- All work must be labeled as such: STUDENT NAME_ASSIGNMENT_NAME OF FILM/PROJECT_TRT_DUE DATE (e.g. PATTYNEWTON_ANIMATION_LOVE IS_2:30_7/15/19)

NOTE:

If/when you have a problem with equipment, access to equipment, room access, one of us, etc – there is a Departmental protocol to assist you in resolving the issue. **First – come to us and let us know what the problem or issue is.** If we can't resolve it – you can talk to Area Coordinator Patty Newton. IF she can't resolve the issue then she will tell you who to contact. This is a University-wide way of addressing any local issues you may have. Please do not send questions, comments or suggestions directly to our Department Chair, the Dean or President of the University. Patty, Lizette, Shelly, and Tania are all here to help you – so please start with us first.

GRADING RUBRIC/ASSIGNMENTS

The grading breakdown will be as such:

Project #1: Camera (10 Points)
 Project #1A: Camera/Sound (10 Points)
 Project #2: Camera/Lighting/Sound (15 Points)
 Project #3: Script (5 Points)
 Project #4: Animation Project (15 Points)
 Project #5: Documentary Project (15 Points)

Final Project (20 Points)

Participation: (10 Points)

Total: 100 Points

A	B	C	D	F
Actively supports, engages and listens to peers	Makes a sincere effort to interact with peers	Limited interaction with peers	Virtually no interaction with peers	No interaction with peers
Arrives fully prepared for every class	Arrives mostly, if not fully prepared	Preparation and level of participation are inconsistent	Rarely prepared	Never prepared
Plays an active role in discussions	Participates constructively in discussions	Participates constructively in discussions only when prepared	Rarely participates	Demonstrates noticeable lack of interest
Comments advance the level and depth of the dialogue	Makes relevant comments based on the assigned material	Group dynamic and level of discussion are not effected by student's presence	Comments are vague	Group dynamic and level of discussion are significantly harmed by student's presence
Group dynamic and level of discussion are consistently better because of the student's presence	Group dynamic and level of discussion are occasionally better (never worse) because of the student's presence		Demonstrates lack of interest	
			Group dynamic and level of discussion are harmed by student's presence	

Assignment/Project Descriptions FALL 2018

**Assignment/Project Descriptions subject to change*

Project #1: Camera (10 Points)

Students will tell a story with a beginning (establishment), middle (conflict) and end (resolution), by taking 6-10 **video clips** (ranging 3-5 seconds each) and applying camera techniques learned in the classroom. Students will turn in Concepts and Shot Lists, then they will record on SD card, transfer footage to their (mac compatible) Hard Drive, and will show the clips off their Hard Drive during the class period. In-class, students will learn how to ingest these clips into Premiere, transcode/create proxy, create a timeline/sequence, and export a proper H.264, 1920 x 1080 file.

No hand-held, must use a tripod.

No miming or "talking" on camera. Everything on screen should feel natural. We do not want to be lip-reading.

Do not record Sound. This will be MOS* (when a scene is filmed without sync sound or any sound)

* <http://filmsound.org/terminology/mos.htm>

The objective of this assignment is for the student to articulate:

- Focus, exposure, focal length, composition/framing, 180-degree rule, correct color balance, ISO, and Shutter Speed.

Project #1A: Camera/Sound (10 Points)

Project 1A is an extension to Project #1.

Students will add audio to their Project #1 and create a sound mix to accompany the images. They will turn in an H.264, 1920 x 1080, 48000 Hz, Stereo (L R). Students will have the option to redo images from Project #1 for extra credit.

Student should begin thinking about all the different sounds that occupy a particular setting.

No miming or "dialogue" in sound mix. Everything on screen should feel natural. We do not want to be lip-reading.

The objective of this assignment is for the student to articulate:

- Focus, exposure, focal length, composition/framing, 180-degree rule, correct color balance, ISO, and Shutter Speed
- Record Clean Foley sound in order to create multiple sound layers in sound mix

Project #2: Camera/Sound/Lighting (15 Points)

Students will create a 1-2 minute no-dialogue film that highlights the usage of Camera, Sound, and Lighting techniques learned in the classroom. Films must have a beginning (establishment), middle (conflict) and end (resolution), Students will turn in Concepts and Shot Lists, then will shoot, edit and export an H.264, 1920 x 1080, 48000 Hz, Stereo (L R) file to turn in.

Students need to think about (and apply to project) all the different sounds that occupy a particular setting.

No miming or "dialogue" in sound mix. Everything on screen should feel natural. We do not want to be lip-reading.

The objective of this assignment is for the student to articulate:

- Focus, exposure, focal length, composition/framing, 180-degree rule, correct color balance, ISO, and Shutter Speed
- Record Clean Foley sound in order to create multiple sound layers in sound mix
- 3-point Lighting techniques, understanding of Fundamental sources (Natural/artificial/mixed/motivated light), and understanding of fundamental objectives (Exposure and visibility, depth and dimension, narrative emphasis, tone and mood, consistency)

Project #3: Script: (5 Points)

Students will write a 2-5 page script that has a beginning (establishment), middle (conflict), and end (resolution). Pitches will be made on 10/24. These scripts will thus be chosen for the final projects on 10/29. Scripts will be chosen based off story and practicality.

Note:

The following are overly used plots from past intro final projects, in other words. Please bring something fresh story to the table(!):

It was all a dream!

Running late for _____ (work? class? final?)

A film about not having ideas for this film

Despairing person with a shot glass and half empty bottle of booze next to them.

Tips: What do you have access to already?

Remember, you will be making other film content in other film classes and/or outside of the classroom. As stated in the Voice and Vision's book, a "smart" filmmaker will work within their limitations and "a filmmaker's job is always to make the best film possible within the realistic limitations of the particular circumstances".

Project #4: Animation Project (15 Points)

1. Animate a strip of 16mm film by either scratching back and while film or using color markers on clear leader.
2. After the film is transferred to video you will edit and rework the picture
3. Create an original soundtrack

Project #5: Documentary: (15 Points)

Shoot approximately 1/2 hour of observational video of a human-centered activity or event. You will present the most engaging edited five minutes of this Direct Cinema mini-documentary so that we feel we know the person(s) involved. It should be shot in such a way that the object of observation - the event it self - engages us and tells its own story directly with no narration or interview as intermediaries. Edit footage into a 2-5-minute (including titles) documentary

- 10/6 – ideas due, 10/22 Documentary due in H.264, 1920 x 1080, 48000 Hz, Stereo (L R)

Final Project (20 Points)

Every Student will be required to pitch and write a script. The top scripts will be chosen by instructors. Students will thus be assigned to collaborate on a 2-5 minute (including credits) narrative final group project with students being one or more of the following role(s):

- Producer
- Writer
- Director
- Assistant Director
- Director of Photography/Colorist
- Sound Recordist/Sound Editor

- Art Director
- Gaffer
- Editor

Grading will be contingent on your role and required deliverable for that role. **Deliverables must be done approved by instructor before you can check out equipment to shoot.**

Deliverables:

1. Production Plan: 1-2 paragraphs explaining how you will proceed with the project. Include stylistic aims, logistical requirements, and the production strategies necessary for the realization of these goals.
2. Production Schedule: A brief timetable highlighting steps to completion.
3. Production Calendar:
4. Shot list
5. Call Sheet(s)
6. Storyboards + Line Script
7. Cast/Crew Info
8. Release Forms (Locations + Talent)

*****Final Project Deliverables subject to change***

Objective of the assignment:

- Is to learn how to collaborate and receive training in specific job position
- Apply all concepts and skills learned in the class.

Remember, you will be making other film content in other film classes and/or outside of the classroom. As stated in the Voice and Vision's book, a "smart" filmmaker will work within their limitations and "a filmmaker's job is always to make the best film possible within the realistic limitations of the particular circumstances".

PARTICIPATION (10 Points):

Students will be graded on in-class participation that occurs in the classroom. This is a studio-based class, therefore we will be doing in-class workshops and activities throughout the semester. Such activities will include (but not limited to): Camera, Editing, Sound, Lighting, Screenwriting, Acting, and Directing exercises, as well a mock shoot. Your presence is crucial in participating in these activities and contingent to you receiving full participation points.

UNIVERSITY INFORMATION

Disability Accommodations: UT Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including *The Americans with Disabilities Act (ADA)*, *The Americans with Disabilities Amendments Act (ADAAA)*, and *Section 504 of the Rehabilitation Act*. All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of a **letter certified** by the Office for Students with Disabilities (OSD). Only those students who have officially documented a need for an accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting: **The Office for Students with Disabilities, (OSD)** www.uta.edu/disability or calling 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability.

Counseling and Psychological Services (CAPS) www.uta.edu/caps/ or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

Non-Discrimination Policy: *The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit uta.edu/eos.*

Title IX Policy: The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated. *For information regarding Title IX, visit www.uta.edu/titleIX or contact Ms. Michelle Willbanks, Title IX Coordinator at (817) 272-4585 or titleix@uta.edu.*

Academic Integrity: Faculty are encouraged to discuss the Honor Code and the consequences of cheating, including plagiarism with their students.

I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.

I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.

UT Arlington faculty members may employ the Honor Code in their courses by having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents’ Rule* 50101, §2.2, suspected violations of university’s standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. **Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University.**

Additional information is available at <https://www.uta.edu/conduct/>. Students are encouraged to review these guides on plagiarism <http://libguides.uta.edu/researchprocess/plagiarism> <http://libguides.uta.edu/copyright/plagiarism>

Electronic Communication: UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at: <http://www.uta.edu/oit/cs/email/mavmail.php>.

Campus Carry: Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit <http://www.uta.edu/news/info/campus-carry/>

Student Feedback Survey: At the end of each term, students enrolled in face-to-face and online classes categorized as “lecture,” “seminar,” or “laboratory” are directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback via the SFS database is aggregated with that of other students enrolled

in the course. Students' anonymity will be protected to the extent that the law allows. UT Arlington's effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit <http://www.uta.edu/sfs>.

Final Review Week: for semester-long courses, a period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

Emergency Exit Procedures: I encourage you all to subscribe to the MavAlert system that will send information in case of an emergency to your cell phones and/or email accounts. Anyone can subscribe at <https://mavalert.uta.edu/> or <https://mavalert.uta.edu/register.php>. Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit, which varies by classroom.

- **FA 148:** Either: Move to top of room, exit through either door and use stairs on North side of building to exit down to door that empties to Faculty/Staff parking lot. OR Exit through downstairs door by Gallery/Einstein's and exit through door facing West to Architecture courtyard.
- **FA 166:** (lab) exit to Einstein's lobby and go through door facing West to Architecture courtyard.
- **FA 156, FA 157:** Exit down hall to door that empties to Faculty/Staff parking lot.

When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

You should subscribe to the MavAlert system that will send information in case of an emergency, school closings due to weather, etc to your cell phone or email account. <https://mavalert.uta.edu/> or <https://mavalert.uta.edu/register.php>

Student Support Services: UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at <http://www.uta.edu/universitycollege/resources/index.php>.

University Tutorial & Supplemental Instruction (Ransom Hall 205): UTSI offers a variety of academic support services for undergraduate students, including: 60 minute one-on-one tutoring sessions, Start Strong Freshman tutoring program, and Supplemental Instruction. Office hours are Monday-Friday 8:00am-5:00pm. For more information visit www.uta.edu/utsi or call 817-272-2617.

The IDEAS Center (2nd Floor of Central Library) offers **FREE** tutoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. Students can drop in, or check the schedule of available peer tutors at www.uta.edu/IDEAS, or call (817) 272-6593.

The English Writing Center (411LIBR): The Writing Center offers **FREE** tutoring in 15-, 30-, 45-, and 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Register and make appointments online at <https://uta.mywconline.com>. Classroom visits, workshops, and specialized services for graduate students and faculty are also available. Please see www.uta.edu/owl for detailed information on all our programs and services.

The Library's 2nd floor Academic Plaza offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the library's hours of operation.
<http://library.uta.edu/academic-plaza>

Librarian to Contact: Diane Shepelwich -- dianec@uta.edu Morgan Chivers -- mchivers@uta.edu 817/272-1726 Additional link to all librarians:
<http://www.uta.edu/library/help/subject-librarians.php>]

Helpful film resource link: <http://libguides.uta.edu/film/filmdatabases>

RESOURCES FOR STUDENTS

Academic Help

- Academic Plaza Consultation Services library.uta.edu/academic-plaza
- Ask Us ask.uta.edu/
- Library Tutorials library.uta.edu/how-to
- Subject and Course Research Guides libguides.uta.edu
- Subject Librarians library.uta.edu/subject-librarians

Resources

- A to Z List of Library Databases libguides.uta.edu/az.php
- Course Reserves pulse.uta.edu/vwebv/enterCourseReserve.do
- FabLab fablab.uta.edu/
- Special Collections library.uta.edu/special-collections
- Study Room Reservations openroom.uta.edu/

Copyright Information:

In this class you are not permitted to use copyrighted music without written permission from the musicians and publisher, unless you can prove that it is the public domain, or you can prove fair use. Create your own have a musician compose one or create one with soundtrack/acid music. You are also not permitted to use copyrighted video images, (period end of story) unless you have written permission.

Please remember: ultimately you are responsible for all of the material you use in your work. Use your head, think about how things will affect others, and maintain your own ethical guidelines. If you are considering the use of copyrighted material please pursue your own research in addition to reviewing the above information. Links for starting Internet research are:

<http://www.utsystem.edu/ogc/intellectualproperty/copypol2.htm>

<http://www.copyright.com>

<http://www.ascap.com>

<http://www.bmi.com>

<http://www.LicenseMusic.com>

Stop. Think. Protect Yourself. You Have Choices.

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor.

This graphic provides each member of the UTA community with information and options for responding to an active threat. These options are not chronological, but are designed to address dynamic situations. Assess the situation (your location, the location of the threat, type of threat, etc.), identify and weigh your options, develop a plan of action and commit to it.

YOUR OPTIONS TO AN ACTIVE You Have Choices!	
A V O I D	<ul style="list-style-type: none"> AVOID the situation. <u>Stay away</u> from the area and campus. If you can safely leave the area, RUN. Get others to leave the area, if possible. Prevent others from entering the area. Know your exit and escape options. If in a parking lot, get to your car and leave. If in an unaffected area, stay where you are. When you are safe, call UTA PD at 817.272.3003 or 911 with information you have.
D E N Y	<p>If you can't leave the area safely, DENY or slow entry to the intruder:</p> <ul style="list-style-type: none"> Lock/barricade doors with heavy items. Turn off lights/projectors/equipment. Close blinds and block windows. Stay away from doors and windows. Silence phones and remain quiet. <u>Don't let your phone give you away.</u> HIDE and take cover to protect yourself. Be prepared to run or defend yourself.
D E F E N D	<p>If you can't AVOID or DENY entry to the intruder, DEFEND your location:</p> <ul style="list-style-type: none"> As a last resort, <u>FIGHT for your life.</u> Use physical force and any weapons available - fire extinguishers, books, chairs, belts, umbrellas, pens/scissors, hot coffee/drinks, trash cans, etc. Use the element of surprise. Work together as a team. Develop a plan. Commit to your actions. Your life depends on it. Be aggressive, loud, and determined in your actions.
<p>Follow ALL instructions.</p> <p>For more information, go to: police.uta.edu/activeshooter</p> <div style="display: flex; align-items: center;">  <div> <p>Emergency: 817.272.3003</p> <p>Non-Emergency: 817.272.3381</p> <p>police.uta.edu</p> </div> </div>	

Additional information for active threat and other emergency situations can be found through the links below:

police.uta.edu/activeshooter

police.uta.edu/em



CLASS SCHEDULE version 1.0 (schedule subject to change, check email and blackboard for updates)

WEEK 1 AND 2			
		8/22	Introduction to class/syllabus What makes a good film? View short works Take survey
8/27	Parts of a camera (DSLR) Framing (Bare Bones book) Chap 4 Focus /Exposure focal length/composition <i>*bring Hard Drive +SD Cards on 8/29</i>	8/29	In class shooting exercise Review in class shooting exercise Assign: Project #1 (due 9/10) <i>*bring Hard Drive +SD Cards</i>
WEEK 3 AND 4			
9/3	Labor Day – No Class	9/5	Equipment Checkout Overview + Paperwork <i>*Students can check out Equipment starting on Census date: Fri 9/7</i> <i>Note: this is the only Fri that Checkout will be open. Normal days M-TH only</i> Production Sound Lecture + Workshop Ch 10-11 How can sound enhance a film? How to use sound effectively? Assign Project #1A (due 9/17)
9/10	Post Production Sound Lecture + Workshop In class sound exercise <i>*bring hard drive & SD Card</i>	9/12	Project #1 due + in-class critiques <i>*bring hard drive & SD Card</i> importing footage to Premiere/Final Cut/Davinci and exporting H.264 file
WEEK 5 AND 6			
9/17	Project #1A due + in-class critiques <i>*remind student to bring hardware gloves for next class</i>	9/19	Lighting lecture +Workshop Ch 12 Mise-en-scene In-class exercise <i>*bring hard drive & SD Card</i> Assign Project #2 (due 10/1)

9/24	<p>Editing Workshop + In-class exercise Putting together the sequence</p> <p>Or</p> <p>Screenwriting lecture In class activity packet: begin writing logline + idea for final project</p>	9/26	<p>Editing Workshop + In-class exercise Putting together the sequence</p> <p>Or</p> <p>Screenwriting lecture In class activity packet: begin writing logline + idea for final project</p> <p><i>*Assign Project #3 (Script due Mon 10/8)</i></p> <p><i>Project #2 due Mon 10/1</i></p>
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WEEK 7 AND 8 – MIDSEMESTER

10/1	<p>Project #2 Due + In-class Critique</p> <p><i>* Students need to begin thinking of Documentary ideas (due 10/7)</i></p> <p>21 hr CPR Info Session, FAB 148 (1-1:50p) on Sept 5</p>	10/3	<p>Documentary Lecture Direct Cinema/ Cinema Verite examples Sit down interview examples Talk about doc ideas & project/Show doc samples</p> <p>The Pitch Lecture Discuss "how to" of Visual Presentation for Final Project (Directors will have to do this) Upload Documentary ideas by Sat 10/6 @12 noon via blackboard</p> <p><i>Project #4 Animation project will be done in class on 10/8</i></p> <p>Assign Project #5 Doc (due 10/22)</p>
10/8	<p>PROJECT # 3 DUE: SCRIPTS * Upload to blackboard by 2pm class time.</p> <p>Narrative Film: Crew Positions Overview Lecture Overview of Narrative film positions What to Prep for in the Mock Shoot (10/15) Producing 101 lecture</p> <p>Project #4 (Animation project) will be done in-class today, post will be due 11/19</p>	10/10	<p><i>Narrative Film:</i> The Mock Shoot</p> <p><i>Reminder: Bring documentary footage on 10/17</i></p>

WEEK 9 AND 10

10/15	<p>Acting/Directing + Casting lecture Assign + Overview of FINAL PROJECT</p> <p><i>Bring documentary footage next class on 10/17</i></p> <p>CPR Degree Declaring Form Due on Sept 19</p>	10/17	<p>Watch Dailies for Documentary project</p> <p>In-Class Work day for Documentary Project <i>*students bring computers, headphones, hard drives</i> <i>** instructors will be reviewing content</i></p>
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10/22	Project #5 Documentary Due + Critiques 21 hr CPR Day + VCD 36 hr Software Assessment due on Sept 28	10/24	In class Pitch Sessions <i>*Students need to have read Project 4 Scripts on blackboard (these were uploaded on 10/8)</i> <i>*Students send in preference on 2-3 crew positions</i> <i>*Instructors & Students vote on Scripts</i>
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WEEK 11 AND 12

10/29	Announce Top Final Film Projects Announce Crew Position Assignments Workshop Scripts! Directors present Visual Presentation on 10/31 Send Casting call out. <i>Casting sessions will be held in class next week on 11/5</i>	10/31	LOCK SCRIPTS! Directors present Visual presentations to their groups. Crew Meetings: <ul style="list-style-type: none"> - Director & DP talk about shot list, - AD/Producer work on creating a production schedule using template - Sound Recordist works on Sound Checklist and prep for production/post
11/5	IN-CLASS CASTING SESSION	11/7	Final Crew Meeting before shoot Finish deliverables for approval Should be shooting Final Films this weekend

WEEK 13 AND 14

11/12	Watch Dailies Edit/Work Day in Class	11/14	Rough Cuts of Film Animation (post) Project (due 11/19)
11/19	Finer Cuts of Film, Instructors will review content Project #5 Animation Project due	11/21	No Class

WEEK 15 AND 16

11/26	FINE CUTS DUE + in-class critique <i>*students bring computers, headphones, hard drives to work on cuts after critique sessions</i> <i>** instructors will be reviewing content</i>	11/28	Posters due PICTURE LOCK DUE + in-class critique Getting your film into festivals. What to expect; What is required; costs; pitfalls
12/3	FINAL CUTS DUE (with color and sound mixed) Watch these in class! Bring snacks!	12/5	Dead Week – No Class