

SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ONTARIO



**SAULT
COLLEGE**

COURSE OUTLINE

COURSE TITLE:	Production II		
CODE NO. :	FPD125	SEMESTER:	2
PROGRAM:	Digital Film Production (Parts: A, B and C)		
AUTHOR:	David Patterson and Neal Buconjic		
DATE:	Dec 15	PREVIOUS OUTLINE DATED:	Dec '14
APPROVED:	"Colin Kirkwood"		Dec '15
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	DEAN		DATE
TOTAL CREDITS:	4		
PREREQUISITE(S):	College and program admission requirements		
HOURS/WEEK:	3hr/week		

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School of Environment, Technology and Business

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I. COURSE DESCRIPTION:

Production II - This course will build on knowledge gained in Production I as students will look in more depth at all aspects of the camera functions, lens use, grip equipment, and lighting. Location shooting, Production Design, professional set etiquette, safety and equipment terminology will all be covered.

The course includes 1 Independent Study hour which is a reflection of the time the students will spend on experiential learning opportunities outside of class time.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1. Create independent film projects using development, scripting, pre-production, production and post production techniques

Potential Elements of the Performance:

Assignments will include short productions that will be developed, executed and assessed during labs and through homework sessions.

Students will learn about the components involved in filmmaking from start to finish with a focus on physical production.

2. Work within a production team in various industry capacities and roles on short projects.

Potential Elements of the Performance:

Demonstrate production team skills by performing as a crew member in a major craft area and in more than one craft on a minimum of three film productions and the major class group production.

3. Schedule and budget for various types of productions with different scopes

Potential Elements of the Performance:

Students will demonstrate this knowledge through the completion of their short projects which will require them to stay on budget and schedule.

4. Capture professional quality moving images using the appropriate camera/lighting equipment and techniques.

Potential Elements of the Performance:

Demonstrate knowledge and proficiency in the theory and application of photographic skills as they apply to cinematography including basic lab

procedures.

5. Develop a portfolio of at least 3 short films and 1 television pilot to show creative and professional skills and abilities in digital filmmaking.

Potential Elements of the Performance:

Demonstrate complete understanding of the various crafts and roles of those involved in the film production industry through simulation and inclusion as evaluated in production values of projects.

6. Write story-driven, visual and cinematic scripts that fit within proper/professional screenwriting format and style with a focus on effective dialogue, strong structure and character development.

Potential Elements of the Performance:

Demonstrate understanding of character development, effective dialogue, structure and organization of plot, dramatic principles and construction in their own scripts.

7. Record and Mix multi-track sound in a digital format using industry standard equipment and software

Potential Elements of the Performance:

Students will learn the basics of sound recording.

Students will demonstrate this knowledge when creating and completing their productions

8. Record and mix multi-track sound in a digital format using industry standard equipment and software.

Potential Elements of the Performance:

The student will have a listener's knowledge of the various musical forms.

9. Research, pitch, produce, package, market and distribute projects using industry and new media outlets.

Potential Elements of the Performance:

Demonstrate a thorough knowledge of the organization and operation of mass media enterprises by investigation of media management in relation of styles of management, advertising, profit making, entertainment, information, public service and social control.

10. Edit digital video on non-linear, industry standard software and equipment.

Potential Elements of the Performance:

Demonstrate an ability to perform fundamental non-linear editing procedures.

11. Communication

Potential Elements of the Performance:

Communicate clearly, concisely, and correctly in the written, spoken, and visual form that fulfils the purpose and meets the needs of the audience. Respond to written, spoken, or visual messages in a manner that ensures effective communication

Students will have to pitch their ideas to instructors, communicate effectively with their teams, tell a 'story' through their films and complete written production assessments

12. Numeracy

Potential Elements of the Performance:

Execute mathematical operations accurately
Students will create schedules and budgets for their productions

13. Information Management

Potential Elements of the Performance:

Locate, select, organize and document information using appropriate technology and information systems and analyse, evaluate and apply relevant information from a variety of sources

Students will have to organize and plan for their productions and manage their digital files through post

14. Critical Thinking and Problem Solving

Potential Elements of the Performance:

Apply a systematic approach to solve problems use a variety of thinking skills to anticipate and solve problems

Students will complete post assessments of their productions to describe issues that presented themselves and how they solved them

15. Inter-Personal

Potential Elements of the Performance:

Show respect for the diverse opinions, values, belief systems, and contributions of others

Students will have to successfully complete short productions by working with a team

16. Personal

Potential Elements of the Performance:

Manage the use of time and other resources to complete projects take responsibility for one's own actions, decisions and consequences

Students will be expected to complete all projects and defend their work

III. TOPICS:

1. Production roles & responsibilities
2. Set etiquette
3. Production processes
4. Studio production
5. Location productions (indoor & outdoor)
6. Location sound
7. Location scouting
8. Production troubleshooting

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

Handouts will be provided if needed.

V. EVALUATION PROCESS/GRADING SYSTEM:

All assignments = 100% of the grade.

Students must complete all assignments to achieve credit for the course.

There will be 5 assignments worth 20% each.

The following semester grades will be assigned to students:

Grade	Definition	Grade Point Equivalent
A+	90 – 100%	4.00
A	80 – 89%	3.00
B	70 - 79%	2.00
C	60 - 69%	1.00
D	50 – 59%	0.00
F (Fail)	49% and below	
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field /clinical placement or non-graded subject area.	
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.	
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.	
NR	Grade not reported to Registrar's office.	
W	Student has withdrawn from the course without academic penalty.	

VI. SPECIAL NOTES:

Attendance:

Significant learning takes place in the classroom setting through an interactive learning approach; therefore students are expected to attend all classes and inform the instructor of an anticipated absence. Attendance is mandatory for this course to ensure the course requirements and objectives are met. A total absence of 3 classes for the semester will be tolerated. After 3 absences penalties will take effect, an additional 10% will be deducted from the final grade for this course per class missed and 5% deduction for lates.

i.e. 4 classes missed = 10% deduction form final grade

4 classes missed and 1 late = 15% deduction from final grade

DEDUCTIONS – LATES AND FAILS

All assignments must be submitted to a satisfactory level to achieve credit for this course

Lates:

An assignment is considered late if it is not submitted at the time and date specified by the instructor. The maximum grade a late assignment will be assessed is a C (65%) grade.

If an assignment deadline is missed the student MUST immediately negotiate a new deadline with the instructor. If a renegotiated deadline is missed the maximum allowable grade is 50% D when the assignment is submitted for evaluation.

A late assignment which is not executed to a minimum D (satisfactory) level will be

assigned a fail grade with additional penalties outlined below.

Fail:

A fail grade (F) is assessed to an assignment which has not been executed to a minimum satisfactory "D" grade level or in which the directions have not been followed correctly.

Upon achieving a Fail (F) grade (below 50%) the student must meet with the instructor immediately to negotiate a revised deadline. The assignment must be redone to passing standard by the new deadline to achieve credit for the assignment.

Maximum grade for a failed assignment is "C" (65%)

If failed assignments are not submitted by the negotiated deadline the late penalty policy will apply.

Resubmission policy

Any assignment completed during this course may be submitted for re-evaluation if the following criteria are met by the student:

- An assignment that was initially submitted past the initial assigned deadline will not be eligible for re-evaluation.
- An assignment that initially achieved a fail grade must be resubmitted to achieve minimum project standards and will receive a maximum C grade as indicated under the section for Lates and Fails in this outline.
- The resubmitted project must be accompanied by the original project and the original evaluation sheets (with written indication of grade breakdown) provided by the professor.
- Assignments may be resubmitted at any time during the semester. The final date for last resubmissions will be announced by the professor during class and usually are no later than two weeks prior to the end of the semester.
- Resubmitted assignments must identify the project and class, and be clearly marked "RESUBMISSION" when submitted
- It must be understood that resubmitted assignments are usually marked with greater scrutiny than first submissions to take into consideration the learning experiences, practice, and achievement of learning outcomes achieved by the student during later sessions in the semester.
- When comparing the original submission grade and the resubmission grade the student will receive benefit of the higher grade.
- Assignments will not be accepted for resubmission to include preliminary studies. Preliminary studies should be completed before the commencement of work on final comprehensives and as such will only be considered for evaluation on or before the original submission. Assignments resubmitted to include preliminaries must be completely re-done and have a new creative direction for evaluation.

Tests/Quizzes

All tests/quizzes will be taken in class at a predetermined time. There will be no retake opportunities for in class tests and quizzes.

Work Placement Opportunities (out-of-class)

Feature film and television series - 'work placement opportunities' during the school year are based on faculty approval/discretion. Students who miss regular classes for these opportunities are expected to complete all course assignments and tests, which are to be delivered at a time agreed upon with the instructor. It is the student's responsibility to ensure they are informed of the content for the classes they miss.

COURSE OUTLINE ADDENDUM

1. Course Outline Amendments:
The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.
2. Retention of Course Outlines:
It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.
3. Prior Learning Assessment:
Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question. Please refer to the Student Academic Calendar of Events for the deadline date by which application must be made for advance standing.

Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.

Substitute course information is available in the Registrar's office.
4. Accessibility Services:
If you are a student with a disability (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Accessibility Services office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.
5. Communication:
The College considers ***Desire2Learn (D2L)*** as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of this Learning Management System (LMS) communication tool.

6. Academic Dishonesty:
Students should refer to the definition of “academic dishonesty” in *Student Code of Conduct*. Students who engage in academic dishonesty will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.
7. Tuition Default:
Students who have defaulted on the payment of tuition (tuition has not been paid in full, payments were not deferred or payment plan not honoured) as of the first week of November (fall semester courses), first week of March (winter semester courses) or first week of June (summer semester courses) will be removed from placement and clinical activities due to liability issues. This may result in loss of mandatory hours or incomplete course work. Sault College will not be responsible for incomplete hours or outcomes that are not achieved or any other academic requirement not met as of the result of tuition default. Students are encouraged to communicate with Financial Services with regard to the status of their tuition prior to this deadline to ensure that their financial status does not interfere with academic progress.
8. Student Portal:
The Sault College portal allows you to view all your student information in one place. **mysaultcollege** gives you personalized access to online resources seven days a week from your home or school computer. Single log-in access allows you to see your personal and financial information, timetable, grades, records of achievement, unofficial transcript, and outstanding obligations, in addition to announcements, news, academic calendar of events, class cancellations, your learning management system (LMS), and much more. Go to <https://my.saultcollege.ca>.
9. Recording Devices in the Classroom:
Students who wish to use electronic devices in the classroom will seek permission of the faculty member before proceeding to record instruction. With the exception of issues related to accommodations of disability, the decision to approve or refuse the request is the responsibility of the faculty member. Recorded classroom instruction will be used only for personal use and will not be used for any other purpose. Recorded classroom instruction will be destroyed at the end of the course. To ensure this, the student is required to return all copies of recorded material to the faculty member by the last day of class in the semester. Where the use of an electronic device has been approved, the student agrees that materials recorded are for his/her use only, are not for distribution, and are the sole property of the College.