

**SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**SAULT STE. MARIE, ONTARIO**



**SAULT  
COLLEGE**

**COURSE OUTLINE**

**COURSE TITLE:** Introduction to Video Photography  
**CODE NO. :** PHT400 **SEMESTER:** 4  
**PROGRAM:** Digital Photography and Imaging  
**AUTHOR:** Frank Salituri  
**DATE:** Jan 2014 **PREVIOUS OUTLINE DATED:** Jan./13  
**APPROVED:** "Colin Kirkwood" Jan/14

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**DEAN** **DATE**

**TOTAL CREDITS:** 4  
**PREREQUISITE(S):** PHT300  
**HOURS/WEEK:** 4

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Environment, Technology and Business  
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**I. COURSE DESCRIPTION:**

This Introduction to Video Production Class will train the student to produce their own successful video compositions out of varying sources, including DSLR video files, musical files, written text, voiceover, etc.

With satisfactory completion of this class, the student will be well-poised to produce their own videos that incorporate music, voiceover and written text to produce videos clients will enjoy.

This course also seeks to get the student out and shooting video as quickly and continuously as possible. The student is expected to produce work in a steady and timely fashion to keep up with the work of the class.

**II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:**

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

1. **Cut, edit and manipulate video on a number of different platforms, including Premiere Elements.**

Potential Elements of the Performance:

- the ability to use any video editing suite available, with little retraining.

2. **Finish and distribute video in a format that meets the needs of the client;**

Potential Elements of the Performance:

- Being able to properly interact with potential clients, and understand the need vs want for each client.

3. **Critically evaluate the effectiveness of Video in written and verbal format;**

Potential Elements of the Performance:

-During in class critiques, the students will participate in discussing not only their own videos, but those of other students.

4. **Compose textual elements for varying video production assignments**

Potential Elements of the Performance:

- Proper use of words and text in video

5. **Introduction to shooting techniques; filters, lighting, colour, temperatures.**

Potential Elements of the Performance:

-Learning what tools professional video makers use to convey mood, and a voice for their films.

**6. Communication**Potential Elements of the Performance:

- Communicate clearly, concisely, and correctly in the written, spoken and visual form that fulfills the purpose and meets the needs of the audience.
- Respond to written, spoken, or visual messages in a manner that ensures effective communication
- Use of different finishing styles to effectively communicate a mood, concept or feel of a composition.

**7. Critical thinking, problem solving, and Innovative thinking**Potential Elements of the Performance:

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

**9. Information management**Potential Elements of the Performance:

- locate, select, organize, and document information using appropriate technology and information systems. Analyse, evaluate, and apply relevant information from a variety of sources

**10. Inter-personal and personal**Potential Elements of the Performance:

- show respect for the diverse opinions, values, belief systems, and contributions of others
- manage the use of time and other resources to complete projects

**III. TOPICS:**

1. Introduction to your Camera
2. Resolutions, Frame Rate and what they mean
3. Colour Balancing
4. Audio Capturing
5. Workflow
6. Managing your Files
7. Lighting
8. Framing
9. Creating moods
10. Advanced Filming Techniques
11. Cutting your Film
12. Dialogue
13. Managing your Time, Resources and your talent.

**IV. REQUIRED RESOURCES/TEXTS/MATERIALS:**

All students will be required to use their Cameras, and have a portable hard drive with sufficient space to store their footage. (Minimum 500 Gb)

**V. EVALUATION PROCESS/GRADING SYSTEM:**

All assignments = 100% of the grade.

An assignment that is missing or below a minimum standard of a D, is equivalent to course objectives not achieved which results in an "F" (fail) grade for the course.

The following semester grades will be assigned to students:

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
A+	90 - 100%	4.00
A	80 - 89%	4.00
B	70 - 79%	3.00
C	60 - 69%	2.00
D	50 - 59%	1.00
F (Fail)	Below 50%	0.00
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field placement or non-graded subject areas.	
U	Unsatisfactory achievement in field placement or non-graded subject area.	
X	A temporary grade. This is used in limited situations with extenuating circumstances giving a student additional time to complete the requirements for a course (see <i>Policies &amp; Procedures Manual - Deferred Grades and Make-up</i> ).	

NR	Grade not reported to Registrar's office. This is used to facilitate transcript preparation when, for extenuating circumstances, it has been impossible for the faculty member to report grades.
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## VI. SPECIAL NOTES:

### Deductions – Lates and fails

#### **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.

#### **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

**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 Lates and Fails section in this outline.
- The resubmitted project must be accompanied by the original project and the original evaluation sheet (with written indication of grade breakdown) provided by the instructor.
- 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 longer timeframe available.

- When comparing the original submission grade the student will receive benefit of the higher grade.

**VI. SPECIAL NOTES:**Homework:

This is a four credit course delivered in a 3 hour supervised format. It is expected that a minimum of one hour homework be done each week.

Course Expectations:

Significant learning takes place in the classroom through an interactive learning approach; therefore, students are expected to attend all classes and to inform the instructor of an anticipated absence

Reclaiming and Retaining Past Assignments

For the development of student portfolios it is important that ALL past assignment work be reclaimed and retained by the student.

It is the students, responsibility to reclaim assignments after they have been

assessed. Marked assignments will be returned by faculty during classroom sessions. If a student is absent on the day that work is returned the work will be held by faculty for a minimum of three weeks from the return date after which, due to a shortage of storage space, the work may be discarded.

### 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. Plagiarism:  
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*, 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>.