

P351/J560 Video Field & Postproduction

The Media School – Indiana University

Syllabus Fall 2022 Tentative v1.0

Instructor: Jim Krause jarkraus@iu.edu (812) 332-1005
Office Hours: jk.media.indiana.edu/index.shtml
Tuesday 3:00 – 5:00 PM (RTV 350 or via Zoom)

Lecture	RTV 127			Tuesday	5:25 – 6:10 PM
AM Lab	RTV 157	P351/3371	J560/10902	Wednesday	8:30 AM – 12:00 PM
PM Lab	RTV 157	P351/3372	J560/11763	Wednesday	1:00 PM – 4:30 PM

Readings: There is no textbook for this course. On-line readings will be assigned from Canvas and the [class website](#).

Materials: Two 32 GB (or larger) SD memory cards - Bring an SD card to every lab!
Portable USB drive (minimum 1 TB SSD recommended)
Headphones (for field shoots and editing in the Production Lab)

Location: Tuesday lectures take place in Studio 5 (RTV 127).
Wednesday labs take place in the Production Lab (RTV 157).

Course Description: P351/J560 teaches the technical skills and creative principles required for video field and postproduction. Topics include production design, video technology, composition, lighting, continuity, sound, and editing. Experience planning, shooting, and editing video projects will be provided through hands-on exercises, projects, and assignments.

COVID-19 Safety: The pandemic-related safety guidelines are too large to fit into a syllabus, but you can access them through [this link](#). At this point, masks are optional on campus but this is subject to change and some spaces (E.g., Healthcare settings) require them and the practice of physical distancing. Please plan for extra time when checking out or returning gear and take note of the locations of cleaning and sanitizing supplies in the building.

Personal Technology: Keep phones tucked away unless their use is *directly* related to class.

Attendance and punctuality at lab and lecture are required. Repeated absences, tardiness, and lack of participation will result in a reduced grade and possibly failure. (Media School policies state that an F grade will be assigned if students miss more than 20% of their classes.) Please be on time and dependable (two attributes required for success). If you are sick, call or e-mail your instructor *before class* or provide a doctor's note within 48 hours. Even if students must miss class due to sickness or technical difficulties, they are still responsible for carrying out the work. It is the student's responsibility to inform instructors of Religious Holy Days/Holiday conflicts *no later than the second week of the semester* so that reasonable accommodations may be provided.

Turning in Projects & Assignments – Video media should be turned in using the shared [OneDrive folder: "P351 J560 Fall 22"](#). All other work (critiques, storyboards, releases, program proposals, etc.) should be turned in via the appropriate Canvas assignment. **Your work should be produced for class, be original, and have legal integrity.** Be sure to get talent/photo releases for all major projects and submit them with your assignment materials. You have access to [Universal Production Music](#). Please be sure you have the rights to all images and sounds used in your productions.

Make a Plan & Stick to the Plan: A key step to becoming a professional videographer is being able to conceptualize an idea, map out a plan (via pre-production), and then to carry it out. **Changing ideas after the preproduction deadline will result in a grade penalty.**

Computers, Procrastination & Murphy's Law: Don't wait until the last minute to carry out your work. If you do, when unexpected, unfortunate events occur you will be out of options and out of luck. **Putting projects off ultimately takes more time and creates more problems and more stress.** ALWAYS make backup copies of all your work, media, and anything you do.

Production Lab & Equipment: You are responsible for knowing and following all Production Lab policies. Gear can be checked out in set blocks of time and **MUST be returned on time.** If you will be late, call the lab at (812) 855-7855. Returning equipment late, damaged, or dirty will result in grade reductions and restrictions on using gear. You will be financially liable for broken or lost equipment due to negligence. Production equipment can only be used for class work.

P351/J560 Course Requirements & Grading: Your grade will be based on your understanding of class material, your competence with skills demonstrated in lab and the quality and scope of the completed projects. There are no makeup opportunities for missed work or assignments due to unexcused absences or tardiness. **Assignments must be turned in on time for full credit.** In P351, the graded lab activities, exercises, production assignments, critiques, exams, and final project total 500 points. In J560 an additional 100 points of work is required.

The four key production exercises that you will write, shoot, and edit should be considered Portfolio Projects (marked PP below). These provide a way for you to learn while exercising your creativity and producing projects for your portfolio.

The total final points awarded will be resolved into a percentage of 100. The final grading criteria is: A+ = 98-100, A = 94-97, A- = 90-93, B+ = 87-89, B = 84-86, B- = 80-83, C+ = 77-79, C = 74-76, C- = 70-73, D+ = 67-69, D = 64-66, D- = 60-63, F = 59 & below.

P351/J560 Grading Criteria - 500 total points for P351 (600 total points for J560)

	5	Bio/Expectations + Pandemic/Technologic Exercise
	15	Field Shoot Exercise
	10	Production
	5	Critique *
	25	Storyboard & Action Sequence & critique – Point breakdown:
	5	Storyboard
	15	Production
	5	Critique *
	10	Motion Graphics Exercise
	5	Avid Edit Exercise
	20	Op Ed/News/Audio Exercise
	60	Midterm Exam
PP	45	Art Video & critique - Point breakdown:
	10	Pre-production (proposal with artistic statement & treatment)
	30	Production
	5	Critique *
	20	Portraiture/Lighting Exercise
PP	50	Interview / Feature Story & critique – Point breakdown:
	8	Pre-production (proposal, treatment & topics/questions)
	20	Camera & lighting
	15	Postproduction
	2	Release form(s)

		5 Critique *
PP	60	Drama / Storytelling or ALT Project - Point breakdown:
		8 Proposal & treatment (individually graded)
		12 Script, storyboards & release forms (group grade)
		35 Production
		5 Critique *
	10	Color Correction/Grading Exercise
PP	65	Final Project- Point breakdown:
		18 Pre-production (proposal, treatment, & other materials)
		40 Production (shooting & editing)
		2 Release forms
		5 Critique *
	20	Peer critiques (carried out during lab screenings)
	70	Final Exam
	20	<u>Participation and Professionalism</u>
	500	Total P351 Class Points

J560 students must produce at least one of their projects under the direction and guidance of the course instructor and carry out an additional 100 points of work (bringing the total class points to 600). The 100 additional points are allotted as follows:

- 60 On-line Portfolio:
Graduate students must assemble and publicly present the work they have produced over the course of the semester. This can be done with blog/web/portfolio building software (BlogSpot, WordPress, Adobe Portfolio, etc.) The design, planning, production, and critical reflection of at least four class projects should be presented. Students are free to use the portfolio to highlight any other work, articles, or pieces they'd like to share and also have the option to incorporate their work from class into an existing portfolio.
- 40 Article or educational lesson
Graduate students must either write an informational article suitable for publication or create an educational lesson on an aspect of production. There are many possibilities, but the topic must be determined by mid-semester and approved by the course instructor.
- 600 Total J560 class points**

* **Critique:** Reflection is an important part of learning. In these critiques, you can address the process, the obstacles, what worked, what didn't work, and the success (or lack of it) of the final project. Unless otherwise specified, your critiques should be one-page (minimum) in length, double-spaced, typed, and turned in via Canvas.

P351/J560 Schedule -----

WEEK 1 (8/23) COURSE INTRO – VIDEO CAMERAS 101

Readings:

- Class notes
- [Cybercollege](#) units [10](#), [11](#), & [12](#) (cameras)
- VMI article: [A Filmmaker's Guide to Sensor Sizes and Lens Formats](#)
- [Canon xf605 manual](#)

LAB: Capturing environments and the basic elements of film

- DUE: Bio/Expectations + Pandemic/Technologic Exercise
- CARRY OUT: **Field Shoot Exercise** (Media and critique due by start of next lab)

WEEK 2 (8/30) VIDEO CAMERAS 202 – CONTINUITY CHECK

Readings:

- Class notes
- B&H article: [Cinema Cameras: What Filmmakers Need to Know](#) (Read just the first part, up through “Frame Rates”.)

LAB: Continuity and Camera Operation (cont.)

- DUE: Field Shoot Exercise media & critique
- DUE: Storyboard (Submit to Canvas & bring a copy to lab)
- CARRY OUT: **Storyboard / Continuity Sequence production** (Media and critique due by start of next lab)

WEEK 3 (9/6) EDITING 101

Readings:

- [Cybercollege](#) units [50](#), [51](#), [52](#) and [53](#) (continuity) and [54](#) and [55](#) (editing guidelines)
- Watch:
 - <https://vimeo.com/84542388> (The Birth of Cinema and Continuity Editing – 15 min)
 - <https://vimeo.com/86462452> (The History of Cutting - The Soviet Theory of Montage – 15 min)
- [Sample Proposal and Treatment](#) (*Art of Cello* interview/feature story)

LAB: Continuity Exercise review / Media Composer Overview

- DUE: Edited Storyboard/Continuity Sequence media & critique
- CARRY OUT: **Media Composer Lesson**

WEEK 4 (9/13): EDITING 102 / GRAPHICS for TV/FILM

Readings:

- [Jim's Graphics Overview](#)
- [Jim's Graphic Tips](#)

LAB: Motion graphics workshop

- DUE: Interview/Feature Story topic
- DUE: Art Video topic
- CARRY OUT: [Motion Graphics Exercise](#) (DUE: 5 PM Friday, 9/17)

WEEK 5 (9/20): AUDIO, PORTRAITURE & LIGHTING FUNDAMENTALS

Readings: [CyberCollege](#) units [37](#), [38](#), [39](#) & [40](#) (audio)

LAB: Field Audio & Lighting

- DUE: Interview/Feature Story preproduction
- DUE: Op Ed/News/Audio topic and questions
- CARRY OUT: News/Feature Story Exercise (Media & critique due by start of next lab.)

WEEK 6 (9/27): LIGHTING

Readings: On-line class notes & [Arri Lighting Handbook](#)

Watch:

- ["Grip it Good"](#)
- ["Upstage versus Downstage Lighting"](#)

LAB: Lighting Workshop

- DUE: Op Ed/News/Audio Exercise media, releases & critique
- CARRY OUT: Lighting Exercise (Media file, log & critique due by start of next lab)

WEEK 7 (10/4): IS IT ART? + REVIEW for MIDTERM

Readings: Review past readings for Midterm

LAB: Interview/Feature Story Work Session - Labs Do Not Meet This Week

- DUE: Lighting Exercise media, log & critique
- DUE: Art Video proposal, treatment & artistic statement
- CARRY OUT: Interview/Feature Story production

WEEK 8 (10/11): MIDTERM EXAM

- DUE: Final Project proposal & treatment

LAB: Interview/Feature Story Showcase

- DUE: Interview/Feature Story & Critique
- CARRY OUT: Interview/Feature Story Peer Critiques

WEEK 9 (10/18): STORYTELLING 101

Readings: See on-line class notes

Watch:

- [The Black Hole](#)
- [Cart - The Film](#)

LAB: Art Video Work Session - Labs Do Not Meet This Week

- CARRY OUT: Art Video production (Completed Art Video due the following week)

WEEK 10 (10/25): STORYTELLING 202

Readings: See on-line class notes

LAB: Art Video Showcase

- DUE: Drama/Storytelling proposal, and treatment (Pitch stories and select teams.)
- DUE: Art Video & Critique
- CARRY OUT: Art Video Peer Critiques

WEEK 11 (11/1): LEGAL & INTELLECTUAL PROPERTY ISSUES

Readings: See on-line class notes

LAB: Drama/Storytelling Work Session - Labs Do Not Meet This Week

- DUE: Drama/Storytelling treatment, script, & any other pre-production (Group grade!)

WEEK 12 (11/8): DIGITAL VIDEO ARCHITECTURE & CODECS

Readings: See on-line class notes

LAB: Drama/ALT Video Production - Labs Do Not Meet This Week

- CARRY OUT: Drama/ALT Video production
- Start Color Correction/Grading Exercise (due by 5 PM Friday, November 19)

WEEK 13 (11/15): ADVANCED TECHNIQUES FOR FIELD & POSTPRODUCTION

Readings: See on-line class notes

Watch:

- [How to Read Lumetri Scopes](#)
- [Adobe Premiere Fast Color Correction Tutorial](#)
- [Quickly Color Correct GoPro Footage in Premiere CC](#)

LAB: DRAMA/STORYTELLING PROJECT SHOWCASE

- DUE: Final Project script
- DUE: Drama/Storytelling Project & Critique
- CARRY OUT: Drama/Storytelling Peer Critiques
- Finish Color Correction/Grading Exercise (due by 5 PM Friday, November 19)

[Thanksgiving Break]

WEEK 14 (11/29): ENGINEERING & TROUBLESHOOTING ISSUES

LAB: Final Project Work Session - Labs Do Not Meet This Week

WEEK 15 (12/6): REVIEW for FINAL EXAM

LAB: FINAL PROJECT SHOWCASE

- DUE: Final Project & Critique
- CARRY OUT: Final Project Peer Critiques

WEEK 16 FINAL EXAM

The Fall 2022 Final Exam is 12:40 – 2:40 PM, Friday, December 16. (Day & time assigned by registrar.) The Final Exam will be administered via Canvas (so you can take it from home).