**MSCH-C229 Lab Schedule – Fall 2024**

**Week 1 Lab**

* Introductions, exchange numbers
* Canvas/Course Expectations
* Media School handbook/resources
* Media School policies, Gear checkout/using Connect2
* Look at the layout and the gear
* Visit the Equipment Cage, talk to the staff about expectations of checkout/returns
* Canon xf605 camera package intro. Show basics (mounting on tripod, powering up, formatting media, etc.) Share link to [manual](https://jk.media.indiana.edu/resources/xf605_manual.pdf).

Gear Checkout Portal: <https://mschoolcheckout.indiana.edu/>

[IU Student Film Production Handbook](https://sites.mediaschool.indiana.edu/learn/wp-content/uploads/sites/22/2023/09/Student-Handbook-2023.pdf): <https://sites.mediaschool.indiana.edu/learn/wp-content/uploads/sites/22/2023/09/Student-Handbook-2023.pdf>

Tutorial Videos: <https://sites.mediaschool.indiana.edu/learn/>

[Canon xf605 manual (PDF)](https://jk.media.indiana.edu/resources/xf605_manual.pdf)

**Week 2 Lab – Getting to Know the Camera**

NOTE: Monday labs will have to figure out a strategy for making up lost contact time due to the Labor Day Holiday.

Students should checkout/bring to class:

* Canon xf605 Camcorder Kit (should include SD card, tripod, and headphones)
* Battery (either a BP-A30 or a BP-A60)

Lab will cover:

* Camera basics (physical setup, tripod, navigating the menus, formatting a card, and basics of capturing a technically sound image)
* Exercise: In two different locations (one indoor, one outdoor), take 3 different shots. All shots should be captured using a tripod and be properly exposed, white balanced, and in focus.  Keep a camera log of all your shots.  Complete the 1st set of shots in one location, and another set of shots in a 2nd location. We will review your work once you're back.

Location #1:

* + Slow pan
  + Slow tilt
  + Static shot

Location #2:

* + Slow pan
  + Slow tilt
  + Static shot

**Week 3 Lab – Camera Skills**

Students should checkout/bring to class:

* Canon xf605 Camcorder Kit (should include SD card, tripod, and headphones)
* Battery (either a BP-A30 or a BP-A60)

Lab will cover:

* Video settings explained (f-Stop, ISO/Gain, shutter speed, frame rate, white balance, etc.)
* Pre-roll and Post-roll
* Camera Reports

Exercise: Select a location to work in.

Taking turns, each student will serve as camera op, PA, and talent.

The camera op should record a slate and four unique shots (each shot should last approximately 6-10 seconds).

* Slate: Name of camera operator and date
* Full shot
* Cowboy shot (or Medium Full Shot)
* Medium close-up (try to get a shallow depth of field)
* Closeup or Extreme Closeup (try to get a shallow depth of field)

Rotate to the next person and do the same.

When finished, review your shots with your lab instructor.

**Week 4 Lab – Intro to Lighting**

Students should checkout/bring to class:

Arri 3- or 4-Piece Light Kit (make sure kit has a softbox)

Genaray LED Light

Sony NP-f Battery (2) required for Genaray LED Light

Large Raya Reflector, 5 in 1

C-Stand Reflector Arm

Light Stand (2) required for Genaray LED Light & Reflector

Gel Pack – Variety

Acitivities:

* Lighting setup practice
* Setting up softbox
* 3-point lighting demonstration

Lighting practice:

* Create a 3-point light interview setup, two times (one with each set of lights).
* Create a flat-light setup with kit of choice.
* Create a dramatic, shadowy setup with kit of choice.
* If you have time, create a 3-point setup with 3 different colors using either gels or your LED color controls.
* Take a photo of each with your phone, we will review them at the end of lab.

**Week 5 Lab**

Students should checkout/bring to class:

Arri 3- or 4-Piece Light Kit (make sure kit has softbox)

25’ Extension Cable

Black Gaffer Tape 2 inch Roll

Gemini Litepanel 2 pc. Kit

Anton Bauer Gold Mount Batteries (2) Required for Gemini Litepanel Kit

MSE Flags and Scrim Kit Small

Large Raya Reflector, 5 in 1

C-Stand Reflector Arm

Extension Arm / Hollywood Arm

Short C-Stand

Light Stand (for Reflector Arm)

Gel Pack – Variety

Grip 101:

* On-set safety & set protocols: points, copy, striking
* Stands, hardware etc.
  + Setting up c-stands, flags, silks, reflector & arms
  + Sandbags
  + Taping down cables
  + Coiling cables
  + Apple boxes

TIP: Introduce and show an example if a Campus Montage project. They can bring questions to the next week’s lab.

Exercise:

* + Create a 3-point light interview setup, two times (one with each set of lights), **incorporating either a flag, scrim, silk, or reflector**
  + Create a flat-light, newscaster setup, **incorporating either a flag, scrim, silk, or reflector**
  + Create a dramatic, film noir or horror setup, **incorporating either a flag, scrim, silk, or reflector**
  + If you have time, create a 3-point setup with different colors using either gels or your Gemini Litepanel controls

**Week 6 Lab – Editing & Workflow**

Take the provided footage and practice:

* Setting up your project files and media location
* Importing into Premiere
* Editing a sequence
* Exporting

**Assign Midterm Project “Campus Symphony”** (This will be shot during Week 7.)

In groups of 2-3 create a Campus Symphony. In other words, a montage/tribute video of campus.

This project should showcase your current knowledge of camera settings/capturing a technically sound image.

Requirements:

* All shots must be original and filmed on the IU Bloomington Campus using the xf605 camera
* Filmed in appropriate fps and shutter speed, 1920 x 1080, with proper white balance, focus, and exposure
* 1:30-3:00 minutes long, exported as H.264

Remember the "camera settings checklist" if you get stuck setting up!

You may use any music you like, however keep in mind that without explicit permission, any non-royalty free music you choose can't be used for anything other than this class.

**Point breakdown:**

* One video of the appropriate length: 1 pt
* Technically sound (in focus, white balanced, correct fps, etc.): 2 pts
* Attempt at and attention to the lighting and proper exposure: 2 pts

**Week 7 Lab** – No lab. Time should be used to produce *Campus Symphony* Midterm Project

**Week 8 Lab – DSLM Cinematography**

Students should checkout/bring to class:

Canon R5C Mirrorless Camera Kit

Canon LP-E6NH battery (1 or 2)

* Screen “Campus Symphony” Midterm projects

Lens and Framing basics

* Types of shots/framing, composition/rule of thirds
* Intro to lenses
* R5C intro
* Exercise (TBD by Lab Instructor.)

**Week 9 Lab – DSLM & Continuity Style Production**

Students should checkout/bring to class:

Canon R5C Mirrorless Camera Kit

Canon LP-E6NH battery (1 or 2)

Activities:

* R5C setup (review)
* Discuss/Assign 1st Narrative Project, which will be shot during Week 11
* Coverage and Continuity
* Shooting methods
* General prep work (the script, shot lists, etc.)
* Call Sheets

**Discuss/Assign 1st Narrative Project** (to be shot during the Week 11 lab.)

In groups of 5 or 6:

* Create a 3-minute short film, in which you tell the story of two people meeting somewhere (to have coffee, study, whatever). One of the characters is flustered or angry, and the other is calm and collected. When they finally meet, it's up to you whether they get along or don't. Use your knowledge of framing and lenses to tell the story with only the shots! You don’t need any dialogue or music- but can add them if you like.
* Filmed in appropriate fps and shutter speed, 1920 x 1080, with proper white balance, focus, and exposure.
* Exhibits knowledge of 180-degree rule, 30-degree rule, coverage/continuity, and visual storytelling
* Final product delivered as H.264
* Use the C100 Camera (or R5C if you prefer) and whichever lenses you want.

Point breakdown:

* One video of appropriate length: 1 point.
* Video is technically sound (in focus, white balanced, appropriate fps/shutter speed, properly exposed, etc.): 2 points.
* Attention is given to continuity and framing, as a tool to tell the story: 2 points.

**Lab Exercise:**

* In groups of 3, create a shot list or storyboard which includes a simple action sequence, such as entering the building and: meeting a friend, sitting at a desk, getting something from the vending machine, etc.)
* Shot list/storyboard should be exactly 7-10 shots and should include an establishing shot.
* Remember to match on action and practice the 180- and 30-degree rules
* You are only allowed one take of each shot! So be sure to plan your shot list wisely (you can always do one or two practice shots first without recording). We will watch the clips straight from your card.

**Week 10 Lab – Intro to Cinema Cameras and Audio**

Students should checkout/bring to class:

Canon C100 MkII Camera Kit

Canon BP-955 Battery

Boom Pole

Shotgun Microphone – AT8035

XLR Cable – 15, 20, 30, or 35 feet

Headphones – Senal SMH-1000

Activities:

* Introduction to the C100
* Intro to Audio
* Call sheets
* Roles on set and Order of operations/set protocols.
* Slating
* Camera reports
* Planning/check-in for 1st Narrative Project
* Discuss Final Narrative Project

Exercise:

* In groups of 8, shoot a short scene with the provided dialogue. Capture the full master shot, and the full OTS for each character, then rotate roles until every person has done every job.
* Jobs:
  + 2 actors
  + Director
  + Camera Operator
  + Sound mixer/boom op
  + AD/Producer
  + Script Supervisor/scripty reports
  + Assistant camera/slate/camera reports

**Week 11 Lab**

Students should reserve and checkout whatever gear they wish to use for their 1st Narrative Project.

The entire lab time is dedicated for producing Narrative Projects. The lab instructor will be on hand to offer technical assistance and oversight.

**Week 12 Lab – Audio & the Dual System Workflow with the MixPre**

Students should checkout/bring to class:

Canon C100 MkII Camera Kit

Canon BP-955 Battery

Boom Pole

Shotgun Microphone – AT8035

XLR Cable – 15, 20, 30, or 35 feet

Headphones – Senal SMH-1000

Sound Devices MixPre3 II (requires an Np-f battery)

Medium Np-f Battery

* Narrative Project Screenings
* Final Project Assigned & Discussed
* Sound Devices Mix Pre
* How to sync audio in Premiere <https://www.youtube.com/watch?v=4OKiDPjj1Ms>
* Creating a shot list from a script
  + **Exercise:  In 2 groups, create a shot list from the provided scene. Shoot the scene using the shot list you created. Make sure to capture the full master shot, and any other shots you have on your list.**
  + **Jobs:**
    - **3 actors**
    - **Director**
    - **Camera Operator**
    - **Sound mixer/boom op**
    - **AD/Producer**
    - **Script Supervisor/scripty reports**
    - **Assistant camera/slate/camera reports**

**Assign Final Project** (This will be produced over weeks 13 & 14.)

In groups of 8-9 create a narrative film showing your understanding of lighting, camera settings, continuity, editing and syncing audio. The following requirements must be met:

* Shoot 2-3 consecutive scenes from one of the scripts provided or students may use an original scene. (No stunts, nudity, physical intimacy, or driving.)
* Must be filmed using dual-system audio (audio is recorded both in-camera and with external device).
* Filmed in appropriate fps and shutter speed, 1920 x 1080, with proper white balance, exposure, and focus.
* 5-10 minutes long
* Use the C100 and MixPre3
* Final product delivered as H.264

**Final Project point breakdown:**

* One video of appropriate length: 2 pts
* Technically sound (in focus, white balanced, correct fps/shutter speed, exposure, audio is solid, etc.): 4 pts
* Attention to framing, composition, camera movement and placement, and lighting: 4 pts

Final Project Pre-production/group meetings

1. Pick teams, scripts, and decide which scenes you'll do. Preproduction will be due the following week (Week 13).
2. Decide on roles, who is checking out what equipment, consider how you'll handle editing.
3. Create your shot list for each scene.
4. Get started on call sheets/schedule.

Remember any materials you may need (call sheet template, camera logs, etc.). Examples can be found in the Student Film Production Handbook.

Jobs:

* Actors
* Director
* Camera Operator
* Sound mixer/boom op
* Gaffer
* AD/Producer
* Script Supervisor/scripty reports
* Assistant camera/slate/camera reports

     Before you leave today you must turn in these materials to OneDrive!

**Week 13 Lab** (for consultation, group meetings, practice, equipment review, etc.).

**Week 14 Lab** – no lab, time used towards final projects.

**Week 15 Lab** – screen final projects

**Finals Week** – Final Exam: 3-5 PM, Friday, December 20 (Assigned by the Registrar and administered via Canvas. NOTE: This date could be changed.)10 pts.