

**DC 210**  
**DIGITAL CINEMA PRODUCTION I**  
**Spring 2014**  
**Tue./Thu. 11:50 AM - 1:20 PM**

**INSTRUCTOR: Gary Novak**  
**Office: CDM 405**  
**Office Hours: Tue./Thu. 10:45 - 11:45 AM**  
**Tue./Thu. 3:00 - 3:30 PM**  
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**COURSE DESCRIPTION:**

This course is a beginning workshop in narrative film production. This course will explore the fundamentals of production including: organization and preparation, camera and lens technology, composition, lighting, cinematography, sound recording and directing. Utilizing digital technology, students will work together to produce several films with an emphasis on visual storytelling and personal expression. **PREREQUISITE(S): DC 220**

**COURSE OBJECTIVES:**

- Understanding of the roles, responsibilities, and hierarchy of a working film production
- Understanding of the language of film and video and how to employ basic shooting and editing techniques to express a story visually
- Ability to successfully operate video cameras, lights, sound equipment, and non-linear editing programs in order to create a finished short film

**TEXTS:**

Handouts provided by instructor  
*On Directing* by David Mamet (Suggested)

**REQUIRED SUPPLIES:**

1 External FIREWIRE (400 or 800) Hard drive (250 GB minimum) - NO USB.  
1 USB flash drive for project backups (8 GB)

**COURSE POLICIES:**

**- Student Responsibilities:**

Students are responsible for their time management and for meeting the expectations in the syllabus. The instructor is not responsible for reminding students of assignment deadlines in class. In the event of an absence, it is the student's responsibility to contact the instructor for an assignment sheet detailing any homework. If an assignment is listed on the syllabus you are still responsible for completing the assignment on time.

**- Attendance:**

Each week's class consists of lectures and screenings; attendance is mandatory. For the purposes of this class an absence is defined as not showing up for class or showing up 15 minutes, or more, late for a class. All absences will result in a reduction of the attendance/participation grade. After two unexcused absences, one letter grade will be deducted from your final course grade for each subsequent absence.

**- Assignments:**

Reasonable deadlines are given for completion for each assignment. Consequently late assignments will not be accepted without prior consent of the instructor.

**- Group Evaluations:**

Most of the assignments in this class will require you to work in a team. At the end of the quarter, each group member is required to turn in a written evaluation of his or her team members. If all evaluations are uniformly positive, all group members will share the grades in all assignments; if evaluations are negative, the grades of the group member's in question will be docked. These evaluations will be HEAVILY factored into your grade or your midterm (worth 15% of your final grade) and final film (worth 30% of your final grade).

**-Plagiarism:**

Plagiarism on assignments or cheating on tests are serious offenses and earn the student a failing grade for the class. There are no exceptions to this rule. If you are in doubt about the definitions of plagiarism, consult your student handbook.

**-Course Lectures/Reading Assignments:**

Lecture presentations will occur weekly. The textbooks offer an opportunity for independent learning that supplements the lecture presentations. The instructor will use both the classroom and the textbooks. Lectures may introduce additional material not available in the readings, and the readings may explore concepts not mentioned in class. BOTH SOURCES ARE NEEDED.

**-Content Changes:**

Depending on time factors, the assignments projected for the term may require slight alteration or rescheduling.

**-Sexual Harassment:**

The policy as specified in the student handbook will be adhered to in this class.

**GRADING:**

Script/Script Breakdown	5%
Scene Storyboards and Plot Overheads	5%
Lighting Assignment	10%
Scene Assignment	10%
48 hr. Midterm	15%
Rough Cuts	10%
Final Project	30%
Participation	15%

A = 100-93, A- = 92-90, B+ = 89-88, B = 87-83, B- = 82-80, C+ = 79-78, C = 77-73, C- = 72-70, D+ = 69-68, D = 67-63, D- = 62-60, F = 59-0. A indicates excellence, B indicates good work, C indicates satisfactory work, D work is unsatisfactory in some respect, F is substantially unsatisfactory work.

**COURSE OUTLINE****WEEK ONE**

Introduction to Course Requirements  
 Production Roles  
 Production Order of Operations  
 First steps in Pre-Production  
 Assigning Roles  
 Choosing Groups

**Read: Mamet - Ch. 1 & 2**

**WEEK TWO**

Equipment Overview  
Camera Functions and Set Up  
Basic Sound Recording  
Grip/Electric  
Setting Lights  
Lighting Demo  
Camera and Lighting tests

**Read: Mamet - Ch. 3**

**WEEK THREE**

Composition  
Coverage  
Editing in Camera  
Script Breakdowns  
Scene Construction

**DUE: Lighting Assignments**

**DUE: Scripts**

**WEEK FOUR**

Storyboards and Overheads  
Visualization  
Casting Basics

**DUE: Script Breakdowns**

**WEEK FIVE**

Directing  
Working with Actors  
Rehearsals

**DUE: Scene Assignment (a three minute short film)**

**WEEK SIX**

48 HOUR MIDTERM

- Plan your time accordingly.

- The completed film is due on Thursday, May 8<sup>th</sup> by 11:50 am.

**DUE: Scene Storyboards and Overheads**

**WEEK SEVEN**

Directing Pt. 2  
 Production Management  
 Production Meetings with Groups

**Read: Mamet - Ch. 4 & 5**

**WEEK EIGHT**

Post-Production Workflow  
 Film Festivals & The Market  
 Digital Platforms

**WEEK NINE**

**DUE: Rough Cuts – Screened in class (Vimeo/YouTube or DVD)**

**WEEK TEN**

TBD – To Be Determined

**WEEK ELEVEN**

FINAL PROJECTS DUE

- Screened during the schedule final exam time.
- Attendance mandatory – no exceptions.

**SCHOOL POLICIES:****- Changes to Syllabus:**

This syllabus is subject to change as necessary during the quarter. If a change occurs, it will be thoroughly addressed during class, posted under Announcements in D2L and sent via email.

**- Online Instructor Evaluation:**

Evaluations are a way for students to provide valuable feedback regarding their instructor and the course. Detailed feedback will enable the instructor to continuously tailor teaching methods and course content to meet the learning goals of the course and the academic needs of the students. They are a requirement of the course and are key to continue to provide you with the highest quality of teaching. The evaluations are anonymous; the instructor and administration do not track who entered what responses.

A program is used to check if the student completed the evaluations, but the evaluation is completely separate from the student's identity. Since 100% participation is our goal, students are sent periodic reminders over three weeks. Students do not receive reminders once they complete the evaluation. Students complete the evaluation online in Campus Connect.

**- Email:**

Email is the primary means of communication between faculty and students enrolled in this course outside of class time. Students should be sure their email listed under "demographic information" at Campus Connect is correct.

**- Academic Integrity and Plagiarism:**

This course will be subject to the university's academic integrity policy. More information can be found at <http://academicintegrity.depaul.edu/> If you have any questions be sure to consult with your professor.

**- Academic Policies:**

All students are required to manage their class schedules each term in accordance with the deadlines for enrolling and withdrawing as indicated in the [University Academic Calendar](#). Information on enrollment, withdrawal, grading and incompletes can be found at <http://www.cdm.depaul.edu/Current%20Students/Pages/PoliciesandProcedures.aspx>.

**- Incomplete:**

An incomplete grade is given only for an exceptional reason such as a death in the family, a serious illness, etc. Any such reason must be documented. Any incomplete request must be made at least two weeks before the final, and approved by the Dean of the College of Computing and Digital Media. Any consequences resulting from a poor grade for the course will not be considered as valid reasons for such a request.

**- Resources for Students with Disabilities:**

Students who feel they may need an accommodation based on the impact of a disability should contact the instructor privately to discuss their specific needs. All discussions will remain confidential.

To ensure that you receive the most appropriate accommodation based on your needs, contact the instructor as early as possible in the quarter (preferably within the first week of class), and make sure that you have contacted the Center for Students with Disabilities (CSD) at:

Lewis Center 1420, 25 East Jackson Blvd.

Phone number: (312)362-8002

Fax: (312)362-6544

TTY: (773)325.7296