

DC 210 Digital Cinema Production 1  
Spring 2015  
Mondays and Wednesdays 11:50AM - 1:20PM  
14 East Jackson LL106

**Instructor: Andy Hoffman**  
**ahoffma7@cdm.depaul.edu**  
**Office: LL106**  
**Office Hours: M W 10:45 - 11:30am**

**Summary of the Course**

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.

**Learning Outcomes**

- Students will learn the roles, responsibilities, and hierarchy of a working film production.
- Students will gain an understanding of the language of film and video and how to employ basic shooting and editing techniques to express a story visually.
- Students will acquire the ability to successfully operate video cameras, lights, sound equipment, and non-linear editing programs in order to create a finished short film.

**Textbooks and Readings**

*On Directing Film* David Mamet  
*Adobe Premiere Pro CC Classroom in a Book*  
*The Filmmaker's Handbook* Ascher and Pincus

Additional assigned readings provided by the instructor

**Course Materials to be Obtained by the Student**

- Reliable internet access
- portable FIREWIRE or equivalent drive for editing

## Grading

Late work will not be accepted for grading. All assignments are due at the beginning of class unless noted otherwise.

### Grade Breakdown:

Attendance and Participation 20%

Scene Analysis 5%

Portrait of an Apartment 10%

City Symphony 10%

Documentary 10%

48th Hour Midterm 15%

Casting Video 5%

Pre-Production Packet Narrative Project 5%

Distribution Plan 5%

Final Project 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.

## Week by Week Outline

- |               |             |  |
|---------------|-------------|--|
| <b>Week 1</b> | <b>3/30</b> | Introduction to Students, syllabus & course goals.<br>Composition, Analyzing a scene, Mise en Scene<br><b>ASSIGNMENT:</b> Scene Analysis - watch movies differently<br>Read Ascher and Pincus Ch 4, 6                                      |
|               | <b>4/1</b>  | Discuss Narrative Project<br>Select Groups for Narrative Project<br>Camera Functions: Set-up, white balance, focus, iris and depth of field<br><b>ASSIGNMENT:</b> Logline Narrative Project<br><b>ASSIGNMENT:</b> Portrait of an Apartment |
| <b>Week 2</b> | <b>4/6</b>  | <b>DUE:</b> Scene Analysis<br>Film Roles: Who Does What?<br>Define roles for groups<br>Read Ascher and Pincus Ch 12  |

- 4/8**     **DUE:** Portrait of an Apartment  
**DUE:** Logline Narrative Project  
 Lighting: Types of lights, controlling light, basic electricity, safety, setting lights for a mood  
**Assignment:** City Symphony  
**Assignment:** Scripts Narrative Project  
 Read Ascher and Pincus Ch 9
- Week 3**     **4/13**     Pre Production  
 Script Breakdown, Storyboards, Overheads, Shot Lists, Locations, etc.  
**Assignment:** Pre-Production Packet Narrative Project  
 Read Mamet Ch 1, 2  
 Read Ascher Ch 15
- 4/15**     **DUE:** City Symphony  
 Sound aesthetics: Recording sound, using sound to tell story  
**Assignment:** The Documentary
- Week 4**     **4/20**     **DUE:** Scripts Narrative Project  
 Grip Equipment Overview  
 Guest Speaker: Union Grip Member- Set Etiquette, Getting Started, Basic Gear Kit
- 4/22**     Directing: Casting, Working with Actors, Rehearsals  
 In Class Demo: Breakdown Express  
**Assignment:** Schedule Casting Session
- Week 5**     **4/27**     **DUE:** The Documentary  
 Screen Documentaries
- 4/29**     Advanced camera movement: Dollies, Sliders, Jibs, Steadi-cam
- Week 6**     **5/4**     **MIDTERM 48 Hour Film Project**  
**No formal class.**
- 5/6**     **DUE: MIDTERM**  
 Screen Midterm projects
- Week 7**     **5/11**     Group work on Pre Production Packet for Narrative Project
- 5/13**     **DUE:** Casting Session Tapes  
 Constructing a Scene from Scratch - In Class Workshop

<b>Week 8</b>	<b>5/18</b>	<b>DUE:</b> Pre Production Packets Narrative Project “Behind the Scenes” - How the greats do it.
	<b>5/20</b>	Review/Revise Pre Production Packets Group work on Narrative Projects Read Ascher and Pincus Ch 17
<b>Week 9</b>	<b>5/25</b>	<b>NO CLASS MEMORIAL DAY</b>
	<b>5/27</b>	Post Production Workflow, Film Festivals, Digital Platforms, Distribution <b>ASSIGNMENT:</b> Develop Distribution Plan for Narrative Project
<b>Week 10</b>	<b>6/1</b>	<b>DUE:</b> Distribution Plan for Narrative Project In Class Screening: <i>Living in Oblivion</i>
	<b>6/3</b>	<b>DUE:</b> Narrative Project Rough Cuts Screen Rough Cuts
<b>Week 11</b>	<b>6/10</b>	<b>DUE:</b> NARRATIVE PROJECT FINAL CUTS. <b>ATTENDANCE IS MANDATORY.</b> Missing final class will result in a grade of “F” on Narrative Project.

## Assignments and Due Dates

Assignment	Date Assigned	Date Due	Graded
Scene Analysis	3/30	4/6	Y
Portrait of an Apartment	4/1	4/8	Y
Logline Narrative Project	4/1	4/8	N
City Symphony	4/8	4/15	Y
Scripts Narrative Project	4/8	4/20	N
Pre-Pro Packet Narrative Project	4/15	5/18	Y
The Documentary	4/15	4/27	Y
Casting Session	4/22	5/13	Y
48 Hour Midterm	5/4	5/6	Y
Distribution Plan Narrative Project	5/27	6/1	Y
Narrative Project	4/1	6/10	Y

### Course Policies:

In addition to the DePaul University course policies (see student handbook), the following policies also apply:

### Attendance

Students are expected to attend each class and to remain for the duration. Coming 15 minutes late or leaving 15 minutes early constitutes an absence for the student. The overall grade for participation drops one-third after any absence. Three absences for any reason, whether excused or not, may constitute failure for the course.

### D2L

You will be using D2L extensively in this course. To log on, go to:  
<https://login.depaul.edu/cas/login?service=https://d2l.depaul.edu/d2l/orgtools/CAS/Default.aspx> and enter using your campus connect logon and password. Once you are logged on, click on the course number link and you will find links to the syllabus and any course related material.

## **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 Course Evaluations**

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 [CampusConnect](#).

## **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: [cdm.depaul.edu/enrollment](http://cdm.depaul.edu/enrollment).

## **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: [csd@depaul.edu](mailto:csd@depaul.edu).

Lewis Center 1420, 25 East Jackson Blvd.  
Phone number: (312)362-8002  
Fax: (312)362-6544  
TTY: (773)325.7296

## **Class Discussion**

Student participation in class discussions will be measured in two ways. First, students are highly encouraged to ask questions and offer comments relevant to the day's topic. Participation allows the instructor to "hear" the student's voice when grading papers. Secondly, students will be called upon by the instructor to offer comments related to the reading assignments. Students must keep up with the reading to participate in class discussion.

## **Attitude**

A professional and academic attitude is expected throughout this course. Measurable examples of non-academic or unprofessional attitude include but are not limited to: talking to others when the instructor is speaking, mocking another's opinion, cell phones ringing, emailing, texting or using the internet whether on a phone or computer. If any issues arise a student may be asked to leave the classroom. The professor will work with the Dean of Students Office to navigate such student issues.

## **Civil Discourse**

DePaul University is a community that thrives on open discourse that challenges students, both intellectually and personally, to be [Socially Responsible Leaders](#). It is the expectation that all dialogue in this course is civil and respectful of the dignity of each student. Any instances of disrespect or hostility can jeopardize a student's ability to be successful in the course. The professor will partner with the Dean of Students Office to assist in managing such issues.

## **Cell Phones/On Call**

If you bring a cell phone to class, it must be off or set to a silent mode. Should you need to answer a call during class, students must leave the room without disrupting class. Out of respect to fellow students and the professor, texting is **never** allowed in class. If you are required to be on call as part of your job, please advise me at the start of the course/class.