

## **COURSE SYLLABUS**

Course #: DC 220-402 Name: Editing I (12431)

Quarter: Autumn Mon Wed 10:10-11:40 AM

Location: 14 E Jackson Room 513

Instructor: Susanne Suffredin Office: CDM 459

Phone: 312-362-1305 Office Hours: Monday 01:00-04:00PM

Email: [ssuffre1@depaul.edu](mailto:ssuffre1@depaul.edu)

Email will be answered within 24 hours; Saturday emails by Monday

### **Course Management System:**

D2L

<https://d2l.depaul.edu>

### **Course Summary:**

DC 220 is an introduction to editing using Adobe Premiere Pro. Utilizing a workshop atmosphere in combination with lectures, demonstrations, readings, and projects, students will take their first steps toward a technical mastery of the art and craft of editing.

### **Learning goals**

- Understanding the role of the editor in a post-production workflow
- Learning and practicing basic editing workflows and techniques
- Mastery of the basics of Adobe Premiere Pro

**Software: Adobe Premiere Pro Creative Cloud (Required) \*Classrooms and labs have these programs on their computers. If you are using your own Adobe software please check with me about which version you're using.**

### **Required Materials/Equipment:**

1 500GB or 1 TB external hard drive with USB3 and/or Thunderbolt ports for storing project data files and media assets

1 USB flash drive for project data file backup

Recommended: Notebook and binder, headphones for use when working in the lab

### **TEXTBOOK**

In the Blink of an Eye (Revised 2nd Edition)

- Author: Walter Murch
- Publisher: Silman-James Pr; 2 Revised edition (August 1, 2001)
- ISBN-10: 1879505622
- ISBN-13: 978-1879505629

### **Recommended BUT NOT REQUIRED**

Adobe Premiere Pro CC Classroom in a Book (2014 Release)

- Publisher: Adobe Press; Published Sep 3, 2014
- ISBN-10: 0-13-392705-9
- ISBN-13: 978-0-13-392705-4

In addition, students have access to Lynda.com, where you can find Premiere Pro tutorials for all levels. To connect to Lynda.com, follow the link and log in with your Campus Connect ID: [Lynda.com Login](#)

**NOTE: Additional audio SFX are available on school computers or through EditStock**

### **Week 1 - Introduction to Course**

Wednesday To Cover:

Review Syllabus, Assignments, Hard Drives  
PP Overview

### **Week 2- Introduction to Editing and Post Production**

Monday **Premiere Pro Basics**

**MUST HAVE EXTERNAL HARD DRIVES THIS CLASS**

To Cover:

Formatting Drives  
Organizing Media on your Drive  
Types of Media  
Importing Media  
Logging clips  
Starting A Project  
Organization in Project  
Naming conventions

Introduce:

Dialogue Cutting  
Assignment 1: Reverse Storyboard a favorite dialogue scene  
List main characters  
Master shot, shot reverse shot, Medium shot, CU, ECU  
Make one observation about the editing decisions made

Wednesday

Due: Assignment 1  
Dialogue reverse storyboards  
Post to D2L Tuesday by midnight to receive credit

To Cover:

Present reverse storyboards in class

### **Week 3 – Sound & Dialogue Editing / Classic Dialogue**

Monday

Introduce:

Assignment 2: Theft Unexpected  
Media copied to your drives downloaded from Box (will provide you link)  
Reading assignment: In The Blink Of An Eye  
Pg. 1-20 Due: Wednesday

To Cover:

Information about imported clips  
Sequence settings/ setting a specific Codec  
Dialogue cutting continued  
Basic Editing  
3-point editing, trimming  
Keystroke shortcuts  
L and J cuts

Wednesday:

Review: In The Blink of An Eye  
Work on Theft Unexpected

#### **Week 4 – Refining the Edit**

Monday            Premiere Pro Questions  
                      Sequence audio  
                      Dialogue cutting continued  
                      More Keystroke shortcuts  
                      Pacing  
                      POV

Wednesday

Due:            Assignment 2 Theft Unexpected Rough Cut Due  
                      Post PP project to D2L Tuesday by midnight  
                      Review Cuts in class  
                      finish up with dialogue cutting

#### **Week 5 – Transitions & Effects / Montage**

Monday

Introduce:  
                      Theory of Montage  
                      Assignment 3: Montage Reverse Storyboard  
                      Types of Montage  
                      Cutting technique used

Wednesday

                      Transition and Effects functions in PP  
                      Working with Music/audio  
Due:            Assignment 3  
                      Post to D2L Tuesday by midnight  
To Cover: Present Montage Reverse storyboards in class  
                      Reading assignment: In The Blink Of An Eye  
                      Pg. 75- 146 Due: next Wednesday

#### **Week 6 – Transitions & Effects / Montage 1**

Monday            Premiere Pro Questions

Introduce:  
                      Assignment 4 Montage  
                      Lumetri Color in PP  
                      Exporting from PP  
                      Titles

Wednesday

                      To Cover: Prepping Elements for montage  
                      Review Reading assignment

#### **Week 7 – Montage Review and Midterm**

Monday

Due:            Montage Export Posted to Box by Sunday midnight  
To Cover: Review for Midterm in Class  
                      Screen Montages in class

Wednesday

                      Midterm  
                      Finish screening Montages in class

### **Week 8 – Commercial Editing: Bully Commercial**

Monday Have Media from Box downloaded onto your drive for class

Introduce: Assignments 5-7 Bully commercial

To Cover: Assignment 5: Organizing Your Project

In Your Premiere Pro Project:

Media organized into 8 Bins:

1 Kid

2 Bully

3 Car Parks

4 In House

5 After Kong

6 Audio

7 VFX

8 Sequences

To complete assignment:

1. All media must be reviewed

2. Selects for each scene subclipped (Command U)

Note: you will not use all clips, one is sufficient for each camera set up

3. Subclips for each setup or scene (Bin name) are added to a sequence

4. Sequences labelled to match Bin Name Example: 220\_ Boy\_stringout

5. All Stringout sequences added to Sequence Bin

Wednesday

To Get: Download from Box: Bully\_Additional Media

To Cover: Assembly to Rough Cut

Due: Assignment 5 Premiere Pro Project File

Post to Drop Box in D2L Assignment 5 by midnight Wednesday

### **Week 9 – Shaping The Story**

Monday

To Cover: Rough Cutting

Building audio, adding graphics / adding personality

Wednesday

To Cover: Screen Assignment 6 Rough Cuts in class

Due: Assignment 6 Exported File Uploaded to Box by midnight Wednesday

Folder: Bully Rough Cut

### **Week 10 – Refining Your Edit/ Premiere Pro Review**

Monday

To Cover: Rough Cut to Fine Cut/ work in class on fine cuts

Review for Final exam

Wednesday

To Cover: Screen Assignment 7 Fine Cuts

Due: Assignment 7 Fine Cut, upload exported Fine Cut to Box by midnight Wednesday

Folder: Bully Fine Cut

### **Week 11- Review**

Monday

To Cover: Review for Final Exam

### **Grading Scale**

A = 100-93, A- = 92-90, B+ = 89-87, B = 86-83, B- = 82- 80, C+ = 79-77, C = 76- 73, C- = 72-70, D+ = 69-67, D = 66-63, 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

### **Grading**

**Please note that late assignments will not be accepted. Assignments not turned in on time will receive an F (59). You must submit on time, even if you are not able to come to class on that day.**

**Assignment 1 Dialogue Reverse Storyboard: 5%**

**Assignment 2 Theft Unexpected: 10%**

**Assignment 3 Montage Reverse Storyboard: 5%**

**Assignment 4 Montage Export: 10%**

**Midterm: 5%**

**Assignment 5 Bully Assemblies: 10%**

**Assignment 6 Bully Rough Cut: 10%**

**Assignment 7 Bully Fine Cut: 15%**

**Participation, Attendance, and Reading: 20%**

**Final Exam 10%**

### **Changes to Syllabus**

**This syllabus is subject to change as necessary during the quarter.**

**If a change occurs, it will be addressed during class or posted under Announcements in D2L.**

### **DePaul CDM Important Dates • Autumn 2017 Quarter**

**September 13 Last day to add (or swap) classes to AQ2017 schedule**

**September 19 Last Day to drop classes with no penalty**

**November 14 End AQ2017 Day & Evening classes**

**FINAL EXAM DATE: Your exam is on November 15, 2017, from 8:30 AM to 10:45 AM**

### **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

### **Course Policies as Suggested by the Dean of Students Office**

**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.

**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 assignments. 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 in an unobtrusive manner. Out of respect to fellow students and the professor, texting is never allowable in class. If you are required to be on call as part of your job, please advise me at the start of the course.