DePaul University
Winter 2018
ANI 240 Animation Production I SYLLABUS
Meeting time: T/TH 10:10 am – 11:40 am
Location: Lab 527

Instructor: Meghann Artes
Office: CDM 518 (5th Floor)
Office Hours: T/TH 11:45am – 1:30pm
3:00pm – 4:15pm

Contact: 312-362-5877
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COURSE DESCRIPTION

This course will concentrate on facilitating the student's production of animated projects. The topics of idea generation, experimentation, problem solving, planning and time management, and the process of critical analysis will be applied to the student's work, with the choice of animation technique, content and form left to the individual. Students will learn the importance of bringing projects to completion. Be prepared to spend a large amount of time outside of class finishing the assignments and final project.

FORMAT

Through a combination of lectures, demonstrations, and critiques students will take a film from their initial idea all the way through the presentation of their completed work.

GOALS/OBJECTIVES

- To explore different avenues of expression through the completion of class assignments
- To work in a studio environment, where students and instructor share their knowledge and impressions
- To encourage a curiosity for different types of animation
- To become comfortable giving and receiving critiques
- To become comfortable organizing and creating an animated project from start to completion

COURSE SCHEDULE

All assignments submitted in digital format online, are **DUE** a minimum of 2 hours prior to class. Assignments may be submitted earlier, however.

Week ONE
1-2 Tuesday
Introductions
Review syllabus
Treatment assignment given

1-4 Thursday
Assignment Due: Treatment
Title assignment given
Watch title examples in class

Week TWO
1-9 Tuesday
Assignment Due: Title Storyboard Presentations

1-11 Thursday
Continue Storyboard Presentations
Lecture: Setting up your project in After Effects, render settings and working with sound

Week THREE
1-16 Tuesday
Assignment Due: Title Milestone
Work in class / Individual meetings

1-18 Thursday
Assignment Due: Final Title Animation / Screen and group critique

Week FOUR
1-23 Tuesday
Continue Title critiques

1-25 Thursday
Lecture: What Makes A Good Animatic?
ABC assignment given

Week FIVE
1-30 Tuesday
Assignment Due: ABC Animatics / Screen and group critique

2-1 Thursday
Continue group critique of ABC Animatics

Week SIX
2-6 Tuesday
Assignment Due: ABC Milestone
Work in class / Individual meetings

2-8 Thursday
Work in class / Individual meetings
Assignment Due: Final ABC Style Frame due during class

Week SEVEN
2-13 Tuesday
Assignment Due: ABC Animations Due / Screen and group critique
Screen and group critique ABC Final Animations

2-15 Thursday
Continue group critique of ABC animations
PSA assignment given

Week EIGHT

2-20 Tuesday
Assignment Due: PSA Animatics / Screen and group critique

2-22 Thursday
Continue group critique of PSA animatics

Week NINE

2-27 Tuesday
Assignment Due: PSA Milestone
Work in class / Individual meetings

3-1 Thursday
Work in class

Week TEN
3-6 Tuesday
Assignment Due: Final PSA Style Frame due
Individual meetings

3-8 Thursday
Work in class

Week 11- Final Exam Time is 8:30AM -10:45AM on Thursday, March 15

Assignment Due: PSA Final Animation / Screen and group critique

*****Schedule subject to change****

GRADING BREAKDOWN

Treatment	5
Title Storyboards	5
Title Final Animation	10
ABC Animatic	10
ABC Final Style Frame	2
ABC Final Animation	15
PSA Animatic	10
PSA Final Style Frame	3
PSA Final Animation	20
Milestones	15
Class Participation	5
Total	100

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

Your grades are based upon completion of assignments when due, quality of work, active class participation and attendance.

TEXTS AND MATERIALS

Recommended Text: The Animators Survival Kit by Richard Williams

External hard drive and flash drive

COURSE POLICIES

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

Class/Workshop Rules - there will be **no** web surfing, phone calls, email checking, text messaging, or IMing during class at any time, except when I give you permission to do so.

CRITIQUES

Unless I tell you otherwise, assigned work must be completed and submitted through D2L. This will keep us from wasting valuable class time. **Handing in something unfinished is always better than nothing at all.** Due to the large size of our class, and the limited class time, not everyone's work will get a full review during class. If you'd like more feedback, arrange to discuss your work with me during my office hours. We will view and discuss everyone's final project during the last class.

ATTENDANCE POLICY

Absences will be excused with a doctor's note, or in the case of family emergency, upon consultation between your advisor and myself.

More than two absences will automatically result in a one-letter grade reduction for the course. Any

student missing four or more classes will receive an "F" for the quarter. Contact me before class if you are unable to attend. Being tardy to class two times counts as one absence.

Tardiness is defined as not in the classroom when attendance is called or departing before the class has been formally dismissed by the instructor. Tardiness that exceeds twenty minutes will be counted as an absence. TWO late arrivals or early departures, or a combination of both, are counted as one absence.

You are responsible for any missed lectures and assignments. If you miss a class, it is still your responsibility to turn in the assignment on time.

No incompletes will be given without documented proof of circumstances beyond your control.
You may not miss the final class date. Doing so will equal an automatic two letter grade reduction of your final grade. If for some reason you cannot make our final you must contact your instructor BEFORE the class. Excuses given after the fact will not be accepted.

EXTRA CREDIT
If you have not been tardy or missed a class during the quarter **AND** you actively participate in critiques and discussions you will receive extra credit points on your final overall grade for the quarter.

STUDENT RESPONSIBILITIES
Each student is responsible for their own 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.

DEADLINES
Video production requires strict adherence to deadlines, therefore late assignments will not be accepted for grading and written feedback will be given at the instructor's discretion. You will NOT be eligible for an A in the class unless you turn in all assignments on time.

With certain exceptions, assignments in this class will be submitted digitally via D2L. The instructor will specify the preferred method of submission for each assignment.

All assignments submitted in digital format online, are **due** a minimum of 2 hours prior to class. Assignments may be submitted earlier, however.

MILESTONES
This assignment is a check-in so I can monitor the progress of your projects. Please post a lo-rez quicktime of your work-in-progress animation before class on the dates listed in the syllabus. In order to receive maximum credit for your milestone your work-in-progress must demonstrate a considerable amount of time and effort. If your milestone is not turned in on time you will receive zero points.

CLASS PARTICIPATION
Is encouraged and students will be graded on the extent to which they are involved throughout the quarter. Participation is an amazing tool for learning and should be done in a constructive way, especially when giving or receiving project critiques.

FINAL CLASS EXAM
Attendance is mandatory. Students who do not show up for the final critique will get their final grade reduced by 1 letter grade. If for some reason you cannot attend, contact the instructor before the final class. Excuses after the class will not be accepted.

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

COLLEGE POLICIES

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.

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