

POST 110 - Editing I - Winter 2021

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Office hours: M 4:45pm to 6:15pm - Zoom By Appt. Only

Course Information:

Course Code: POST 110

Course Title: Editing I

Prerequisites: None

Term: Winter 2021

Section: 503

Class Hours: M 1:30pm to 4:45pm

Location of Class: ONLINE

Summary of Course:

Students analyze and assemble dramatic scenes under a variety of conditions and narrative strategies. Editing theories, techniques and procedures, issues of continuity, effects, movement and sound are examined as they relate to the fundamentals of cinematic montage and visual storytelling. This class presents a variety of topics and experiences that are designed to broaden the student's understanding of the art of cinematic storytelling and montage.

By the end of the course, students will know how to use Adobe Premiere Pro (CC) to edit their own videos. They will know the software well enough to apply similar techniques and concepts to other Non-Linear Editing systems. The course will also teach students the important role editing plays in telling a story visually as well as broaden their ability to edit their own projects inside and outside of school.

** Syllabus is subject to change*

Learning Outcomes:

In **POST 110**, students will:

1. Students will be able to demonstrate proficiency operating digital non-linear video editing software such as Adobe Premiere Pro.
2. Students will understand professional organization and workflow as it applies to editing.
3. Students will understand technical principles and terminology of digital editing.
4. Students will understand and be able to apply creative aspects of editing, i.e. story, structure, rhythm, emotion.
5. Students will be able to employ the technical and creative aspects of editing in service of storytelling.
6. Students will be able to analyze scene structure in films.

LinkedIn Learning Course:

Premiere Pro CC 2020 Essential Training: The Basics with Ashley Kennedy

Recommended Textbooks:

In the Blink of An Eye Revised, 2nd Edition, by Murch & Coppola

Adobe Premiere Pro CC Classroom in a Book

Required Supplies:

A External Hard Drive (USB or Thunderbolt) or at least a 32GB/64GB minimum USB 3.0 Flash Drive. Film majors should have their own external hard drive for their project work for this and other film classes. The University cannot guarantee that media or projects left on lab computers will be safely maintained. Non-majors should at least have some sort of other external or flash drive big enough to store their work.

Drop Dates:

Friday, Jan. 10: Last day to add (or swap) classes 11:59 PM Deadline

Friday, Jan. 17: Last day to drop classes with no penalty

Saturday, Jan. 18: Grades of "W" assigned for classes dropped on or after this day

Friday, Feb. 21: Last day to withdraw from class

Grading:

Attendance	10%
Discussion Posts	10%
Quizzes	10%
Analysis Paper	15%
Project 1	15%
Project 2	15%
Project 3	15%
Midterm	10%

Participation in Discussion Forum: 10% of your total grade (1% per week, 2% for week 9). You must post to receive any credit.

Discussion Forum Rubric (A weekly grade will be given):
100% = 1 posting and 2 replies to other posters per week
75% = 1 posting and 1 reply to other posters per week
50% = 1 posting and 0 replies to other posters per week
0% = 0 posting and 0 replies to other posters per week

LATE WORK WILL NOT BE ACCEPTED.

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

A Note About Online Classes:

This quarter presents unique challenges to our program at DePaul and our class. Please be patient. There will be technical issues that arise that we wouldn't normally have to deal with because this course is online and also because it's never been taught online before.

Even though this class will be given online, we will treat this class as much as we possibly can like an in-person class. I will have normal Offices Hours where you can meet with me. I will respond to emails as quickly as I can.

Please understand though, now that we are online and many of us working from home, I will not expect 24-hour access to you and in return, you should not expect the same for me. The best ways to reach me are during Office Hours and email. For more urgent issues, Office Hours are best. I will respond to email as quickly as possible but please understand that immediate help is better suited for in class or doing office hours. For our mental health we're all going to need to allow ourselves to take breaks from work and school.

Likewise, please make sure your family and friends understand that you are still in school if you are at home. Make it clear that you will not be able to run errands or help out during normal scheduled class. And make sure you establish a set time when you'll be working on school work for this class and others.

Furthermore, don't use online distance as an excuse to be rude to each other or to me in while interacting with your fellow classmates in this course. I am aware that not everyone acts the same way when they're not physically in the same room and instead interacting online. **Let's be kind and civil to each other during this time.**

I'm concerned about our wellbeing this quarter I want to make sure you know that this is priority while taking my class.

Electronic Devices:

There is a no tolerance policy on electronic device usage in the classroom. Cell phone/tablet usage and/or internet usage during class will result in 0 attendance points for the day. It is distracting to others around you. You may take notes on a computer using word or text edit (do not browse the internet) but not on a cellphone/tablet.

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 undistruptive 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.

Student responsibilities:

Each student is 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.

Also, eventually all hard drives fail. Make sure you backup your projects at least twice for this class and all future projects. If your hard drive fails and you didn't backup your project, no extensions will be given. No accommodations are typically made in the real world for lack of preparation and in order to prepare you for the job market, no accommodations will be made in this course for lost data.

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 instructors discretion. You will not be eligible for an A in the class unless you turn in all assignments on time.

Attendance & Participation:

This course demands class participation - attendance is mandatory. Please sign into Zoom meetings at least five minutes before class start time. Students arriving to Zoom meetings more than 15 minutes late, or leaving before class is dismissed will be considered absent. You are allowed one (1) unexcused absence. After that, a one letter deduction for each absence will be taken from your final course grade. Missing three (3)

or more classes will result in a failing grade. Excessive tardiness will also be penalized. If you are sick, have a family emergency, a conflict with work, or any other kind of unforeseen circumstance, please tell me ASAP so that I know what is going on and I can help you out. Addressing these issues weeks after the absence occurred will make it more difficult to help you out and I do want to help wherever I can.

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. Furthermore, disruptive behavior in Zoom will result in your removal of the Zoom session and an unexcused absence for the day. If any issues arise a student may be asked to speak privately with the instructor. The professor will work with the Dean of Students Office to navigate such student issues. Also, adhering to the courses cellphone and computer policy is factored into this portion of your grade as well. SEE ABOVE.

Quizzes:

Quizzes spread throughout the quarter will be given to students to test their knowledge of what they retained from coming to class.

Editing Analysis Paper:

Students will write one three-page analysis paper in this class. The paper will breakdown the editing in a three to seven minute scene from a movie. Questions to consider. How does the editing contribute to the flow of the story? What does the editing do for the tension and suspense in the sequence? If you pick a comedy, how does the editing make the sequence funnier? If you pick a horror/thriller, how does the editing make the movie scarier? There are more instances of editing you can talk about but don't focus on cinematography, sound design, music etc. The focus is the editing in the movie.

Midterm:

The Midterm will consist of multiple choice and T/F questions based on presentations covered in class. **You can have one page of notes, front side only for the test.**

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
TTY: (773)325.7296

Content Changes:

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

CLASS SCHEDULE

** Syllabus schedule is subject to change*

Week One 01/04

Course Introduction, Syllabus, The Cutting Edge, Creative and Technical Side of Editing

Editing Analysis Paper (01/25 DUE): Pick a three to seven minute sequence from a movie. Right a three page analysis explaining how the editing in the film contributes to the flow of the story. Questions to consider. What does the editing do for the tension and suspense in the sequence? If you pick a comedy, how does the editing make the sequence funnier? If you pick a horror/thriller, how does the editing make the movie scarier? There are more instances of editing you can talk about but don't focus on cinematography, sound design, music etc. The focus is the editing in the movie.

Submit to the Class Google Drive folder as .PDF. Word Docs or other word processor formats will not be accepted.

PROJECT 1 (02/01 DUE): Details will be provided in class.

Render as H.264. Naming convention instructions contained on grading rubric. Bring the file to class. Projects exported during class will receive partial credit. Points will also be deducted for not following instructions.

Quiz #1 (DUE 01/11): Quizzes take on D2L under "More." Multiple choice and T/F based on material covered week-to-week.

DISCUSSION POST #1 (01/11 DUE): Details found on D2L under "Discussions" tab.

LinkedIn Learning Premiere Pro CC Essential Training 2020:

- Introduction
- 2. Getting to Know the Premiere Pro
- 3. Setting Up and Organizing Your Media
- 4. Basic Editing

Week Two 01/11

Intro to Adobe Premiere, Basic Editing, Aspect Ratio

Quiz #2 (DUE 01/18): Quizzes take on D2L under "More." Multiple choice and T/F based on material covered week-to-week.

DISCUSSION POST #2 (01/18 DUE): Details found on D2L under "Discussions" tab.

LinkedIn Learning Premiere Pro CC Essential Training 2020:

5. Refining the Edit: Using Trim Tools

Week Three 01/18

Martin Luther King Day 01/18 - NO CLASS

Compression, Using Trim Tools, Staying organized, Transitions, Rendering

DISCUSSION POST #3 (01/25 DUE): Details found on D2L under “Discussions” tab.

LinkedIn Learning Premiere Pro CC Essential Training 2020:

6. Additional Editing and Organizational Techniques

13. Finishing and Exporting

Week Four 01/25

Compression, Advanced Editing, Working with Audio

Project 2 (02/24 DUE): Details will be provided in class.

Render as H.264. Naming convention instructions contained on grading rubric.
Bring the file to class. Projects exported during class will receive partial credit. Points will also be deducted for not following instructions.

Quiz #3 (DUE 02/01): Quizzes take on D2L under “More.” Multiple choice and T/F based on material covered week-to-week.

DISCUSSION POST #3 (02/01 DUE): Details found on D2L under “Discussions” tab.

LinkedIn Learning Premiere Pro CC Essential Training 2020:

7. Basic Audio Editing

12. Working with Titles

Week Five 02/01

Screen and Critique Project 1, Midterm Review

Week Six 02/08

MIDTERM on 02/08

Working with Effects

LinkedIn Learning Premiere Pro CC Essential Training 2020:

9. Working with Effects

10. Manipulating Clip Speed

Week Seven 02/15

Color Correction and Grading

LinkedIn Learning Premiere Pro CC Essential Training 2020:

11. Basic Color Correction

Week Eight 02/22

Creating Titles, Working with Stills and Graphics, Screening and Critique Project 2

Project 3 (03/18 DUE): Details will be provided in class.

Render as H.264. Naming convention instructions contained on grading rubric.
Bring the file to class. Projects exported during class will receive partial credit. Points will also be deducted for not following instructions.

Quiz #4 (DUE 03/01): Quizzes take on D2L under "More." Multiple choice and T/F based on material covered week-to-week.

LinkedIn Learning Premiere Pro CC Essential Training 2020:

8. Working with Stills and Graphics

Week Nine 03/01

Introduction to Media Encoder, Sweetening Sound, Sound Effects and Visuals

Week Ten 03/08

Photoshop and After Effects Integration, Dynamic Link Post-Production in Chicago

PROJECT 3 DUE March 15 2:30pm