Course: POST 303-403 – Editing III/Advanced Editing
Section: 701 – Fall 2022
Class Number: 23896
Meeting Time: Mondays 5:45 PM – 9:00 PM
Location: On-Campus

Instructor: Brian Mellen
Email: bmellen@cdm.depaul.edu
Office: C106C
Office Hours: Mondays – 4:45pm to 5:45pm, 9:00pm to 9:30pm

POST 303-403: Editing III/Advanced Editing

Course Description:

This course provides an advanced workshop for students to edit their own narrative or documentary projects. Students will be expected to bring in their own footage, and will take their projects from logging, through rough cut, to picture lock. Post-production workflow, and basic sound design and color correction for picture editors will be emphasized.

Learning Goals:
Upon successful completion of this course, students will be expected to:
- Apply advanced editing workflows and techniques
- Demonstrate a thorough knowledge of Avid Media Composer
- Analyze the evolution of modern editing techniques

Prerequisites: POST 200 or POST 401

Software: Avid Media Composer

Required Materials/Equipment:

An external hard drive (USB 3.0 or Thunderbolt) with a minimum of 150 GB

*It is very important that you have your own external hard drive, so that you can save your personal projects and media on it. Please be advised that if you save your work to the classroom computers, it is possible that it might get deleted. Exceptions for missed work due to data loss from the classroom computers will not be granted.

Recommended Textbooks: ON FILM EDITING – Author: DMYTRYK
                          AVID EDITING – Author: KAUFFMANN

LinkedIn Learning: Subscription is included with tuition.

Changes to Syllabus:

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

Drop Dates:

        Tues., Sept. 13 (by 11:59pm): Last day to add (or swap) classes
        Tues., Sept. 20: Last day to drop classes with no penalty
        Wed., Sept. 21: Grades of "W" assigned for AQ2022 classes dropped on or after
                this day
        Tues., Oct. 25: Last day to withdraw from classes

Course Schedule:

WEEK 1 (Sept. 12th)
        Lecture: Syllabus, Introductions, Expectations
        Assign Project Organization
        Assign Project Trailer
        Watch at Home: LinkedIn Learning – Media Composer 2020 Essential Training,
                Sections 1-4

Week 2 (Sept. 19th)
        Lecture: Introduction to Avid Media Composer
             Setting Up and Organizing Your Project
             Editing Trailers
             Exporting QuickTimes
        Watch: LinkedIn Learning – Media Composer 2020 Essential Training,
                Sections 5-8

Week 3 (Sept. 26th) – DUE: Organized Avid Project - BY START OF CLASS
                DUE: Editing Exercise 1 - BY END OF CLASS
        Lecture: Sound Editing and Design, Editing Trailers
        Do Editing Exercise 1
        Workshop Project
        Watch: LinkedIn Learning – Avid Media Composer 2020 Essential Training, Sections 9-12

Week 4 (Oct. 3rd)
        Lecture: Working with Effects, Transitions, and Color Correction
        Workshop Trailers
        Watch: Avid Media Composer 2020 Essential Training, Sections 13-16

Week 5 (Oct. 10th) – DUE: Editing Exercise 2 - BY END OF CLASS
                DUE: Project Trailer - BY START OF CLASS
        Screen Trailers
        Editing Exercise 2
        Watch: Avid Media Composer 2020 Essential Training, Sections 17-19

Week 6 (Oct. 17th) – DUE: Project Rough Cut 1
        Screen Rough Cut 1's
        Lecture: The Trim Tool
        Workshop Project

Week 7 (Oct. 24th) – DUE: Project Rough Cut 2
      Screen Rough Cut 2's
      Lecture: Preparing and Delivering Your Deliverables

Week 8 (Oct. 31st)
      Conferences

Week 9 (Nov. 7th)
      Screen Real Versions of Short Films

Week 10 (Nov. 14th) DUE: Project Fine Cut
                  DUE: Project Deliverables
      Screen Fine Cuts
      Upload Project Deliverables to the Google Drive by 5:45 PM CST on Monday, Nov. 21st

Grading:

Attendance	10%
Project Organization	10%
Project Trailer	10%
Project Rough Cut 1	10%
Project Rough Cut 2	15%
Project Fine Cut	20%
Project Deliverables	10%
Editing Exercises	15%

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.

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

COVID-19 Health and Safety Precautions:

Keeping our DePaul community safe is of utmost importance in the pandemic. Students, faculty and staff are expected to (1) wear a mask as required at all times while indoors on campus; (2) refrain from eating and drinking in classrooms; (3) keep current with their COVID-19 vaccinations or exemptions; (4) stay home if sick; (5) participate in any required COVID-19 testing; (6) complete the online Health and Safety Guidelines for Returning to Campus training; and (7) abide by the City of Chicago Emergency Travel Advisory. By doing these things, we are Taking Care of DePaul, Together. The recommendations may change as local, state, and federal guidelines evolve. Students who do not abide by the mask requirement may be subject to the student conduct process and will be referred to the Dean of Students Office. Students who have a medical reason for not complying with any requirements should register with DePaul's Center for Student with Disabilities (CSD).

Assignments:

You will submit all of your assignments to the D2L Submissions folder. The organization of your editing projects is a significant part of your grade. LATE PROJECTS will not receive credit.

Quiz:

Periodic quizzes will be given throughout the quarter testing you on important information from lecture and tutorials. These could be given anytime during class and many times happen at the beginning of class. Make sure you come to class on time. If you miss them you forfeit credit.

Editing Exercises:

Editing exercises will be completed during class time. Editing exercises that are turned in on time can be made up and turned in again for more points; however, all resubmissions must be turned in within two weeks of the due date. Missed editing exercises can be made up and turned in before the start of the following class. If an editing exercise is missed, it is the responsibility of the student to watch the missed lecture on D2L and turn in their makeup assignment before the start of the following class. For your convenience, all lectures are recorded and saved on D2L.

Attendance:

This course demands class participation - attendance is mandatory. Students arriving more than 15 minutes late, or leaving before class is dismissed will be considered absent. You are allowed ONE (1) unexcused absences. After that, a one letter deduction for each absence will be taken from your final course grade. Excessive tardiness will also be penalized.

Working in film and media requires a professional attitude. It's imperative that you maintain a respectful attitude toward your instructor and fellow students. If attitude and overall demeanor becomes an issue, this will also affect your grade.

Phones, Texting, Social Media, Email:

Phones should be set to silent or vibrate. Should you need to answer a call during class, please leave the room in an undisruptive manner. Emailing, texting, and social media are not allowed. If you must use a cell phone or electronic device for any reason, please leave the classroom.

University 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.
Center for Students with Disabilities (CSD)
Lewis Center 1420
25 East Jackson Blvd.
Phone number: (312) 362-8002
Fax: (312) 362-6544
TTY: (773) 325-7296