

Course: **POST 110 – Editing I**  
Section: **920 – Spring 2022**  
Class Number: 42182  
Meeting Time: Asynchronous  
Location: ONLINE - ASYNC

Syllabus Date: **2-18-2023**

Instructor: **Michael Flores**  
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Phone: 312-362-1284  
Office Hours: Mondays – **9:00 AM – 10:30 AM** (Email Professor to schedule a Zoom meeting)

## **POST 110: *Editing I***

### **Course Description:**

POST 110 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 cinema editing.

### **Learning Outcomes:**

- Understand the role of the editor in a post-production workflow
- Learn and practice basic editing workflows and techniques
- Master the basics of Adobe Premiere Pro
- Understand how to engage the emotions and intellect of an audience

**Prerequisites:** None

**Software:** Adobe Premiere Pro Creative Cloud

\*In order to use this software, you must use your **@depaul.edu** email address. More information can be found here: [https://depaul.service-now.com/sp?id=kb\\_article\\_view&sysparm\\_article=KB0010764](https://depaul.service-now.com/sp?id=kb_article_view&sysparm_article=KB0010764)

**Recommended Materials/Equipment:** An external hard drive with a minimum of 500 GB

**Textbook:** There are no textbooks assigned for this course.

**linkedin.com/learning:** Subscription is included with tuition.

**Course Management System:** D2L

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

### **Drop Dates:**

April 10, 2023 – Last day to drop classes with no penalty  
April 11, 2023 – Grades of “W” assigned for classes dropped on or after this day  
May 12, 2023 – Last day to withdraw from classes

## Course Schedule:

### **Week 1 (Mar. 27-31) – DUE: Quiz 1 by 11:59 PM on Mar. 31<sup>st</sup>**

*View:* Introduction to the Class and Assignments

*Assign:* All Projects

### **Week 2 (Apr. 3-7) – DUE: Project 1 (Organize & Subclip) & Quiz 2 by 11:59 PM on Apr. 7<sup>th</sup>**

*View:* Organizing Your Project and Creating Subclips

Setting up a Sequence and Creating Titles

*linkedin.com/learning – Premiere Pro 2020 Essential Training, Sections 2-4*

### **Week 3 (Apr. 10-14)**

*View:* Editing Basics

### **Week 4 (Apr. 17-21) – DUE: Project 2 (Basic Sound) & Quiz 3 by 11:59 PM on Apr. 21<sup>st</sup>**

*View:* Understanding Editing Terms & Topics

Working with Sound

Adding a Tail Pop & Exporting Your Video

*linkedin.com/learning – Premiere Pro 2020 Essential Training, Section 7*

### **Week 5 (Apr. 24-28) – DUE: Project 3 (Color Correction) & Quiz 4 by 11:59 PM on Apr. 28<sup>th</sup>**

*View:* Assessing Shots

Editing Music Videos

Basic Color Correction

Using Effects & Transitions

*linkedin.com/learning – Premiere Pro 2020 Essential Training, Sections 8-11*

### **Week 6 (May 1-5) – DUE: Project 4 (Overcutting) by 11:59 PM on May 5<sup>th</sup>**

*View:* How to Overcut a Video

*linkedin.com/learning – Premiere Pro 2020 Essential Training, Sections 5-6*

### **Week 7 (May 8-12) – DUE: Quiz 5 by 11:59 PM on May 12<sup>th</sup>**

*View:* Working as an Editor

**THE CUTTING EDGE: THE MAGIC OF MOVIE EDITING**

### **Week 8 (May 15-19) – DUE: Quiz 6 by 11:59 PM on May 19<sup>th</sup>**

*View:* Keyboard Shortcuts

### **Week 9 (May 22-26) – DUE: Project 5 (Music Video) by 11:59 PM on May 26<sup>th</sup>**

*View:* Scene Breakdowns

### **Week 10 (May 29 – June 2)**

*Do:* Work on Final Project, which is due on Monday, June 5<sup>th</sup> by 11:59 PM

### **Finals Week (June 5-9) – DUE: Final Project (Hope Edit) by 11:59 PM on June 5<sup>th</sup>**

\*Final Cuts must be uploaded to the D2L Dropbox by 11:59 PM on Monday, June 5<sup>th</sup>

## Grading:

<b>Quizzes</b>	<b>10%</b>
<b>Project 1 – Organization &amp; Subclips</b>	<b>15%</b>
<b>Project 2 – Basic Sound</b>	<b>15%</b>
<b>Project 3 – Basic Color</b>	<b>15%</b>
<b>Project 4 – Overcutting</b>	<b>15%</b>
<b>Project 5 – Music Video</b>	<b>15%</b>
<b>Final – Hope Edit</b>	<b>15%</b>

<b>A</b> = 93-100	<b>A-</b> = 90-92	
<b>B+</b> = 87-89	<b>B</b> = 83-86	<b>B-</b> = 80-82
<b>C+</b> = 77-79	<b>C</b> = 73-76	<b>C-</b> = 70-72
<b>D+</b> = 67-69	<b>D</b> = 60-66	
<b>F</b> = 0-59		

## Projects:

Students are expected to turn in all projects by the established deadlines. The organization of your editing projects is a significant part of your grade. **LATE PROJECTS** can be turned in within one week of the due date; however, your grade on the assignment will be reduced by 1 letter grade. All project files and movies will be uploaded to the **D2L Submissions folder**.

## Projects 1, 2, 3, and 4 Resubmissions:

As long as these assignments are turned in on time, they 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 (e.g., if the project is due on Apr. 7<sup>th</sup> at 11:59 PM, then the resubmission will be due on Apr. 21<sup>st</sup> by 11:59 PM). Missed assignments can be turned in within one week of the due date; however, your grade on the assignment will be reduced by 1 letter grade and no resubmissions will be accepted. **Resubmissions will not be accepted for assignments other than these (i.e., Project 5 – Music Video and Final – Hope Edit).**

## Quizzes:

There will be 6 multiple-choice quizzes in D2L (**Weeks 1, 2, 4, 5, 7, and 8**). All quizzes are due by Friday at 11:59 PM. For example, Week 2's quiz must be completed by 11:59 PM on the Friday of Week 2. Each quiz will consist of 5 multiple-choice questions and will be timed (10 minutes). You will have 3 opportunities to take each quiz and your highest score will be recorded. The questions will be randomized so that each attempt consists of different questions.

## Professionalism:

Being responsive to emails and keeping up on assignments/projects are part of your responsibilities as a filmmaker/student. If you ever have any questions or concerns, please don't hesitate to reach out. It's always better to communicate than to say nothing, especially since this is an asynchronous class.

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## 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](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).

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