

DC 210 - 401 Digital Cinema Production I

Fall 2014 | Monday/Wednesday 11:50am – 1:20pm | East Jackson LL107

Instructor: James Choi
Office: East Jackson LL107
Office Hours: By appointment or East Jackson LL107 Wednesday 11:50am – 3pm
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Course Description:

This course is an introduction to and overview of Digital Cinema Production. Students will learn about the key roles on a film set including the role of the Director, Producer, Director of Photographer, AD, Gaffer, Sound Op and Editor and learn the basics of contracts, deal memos, budgets, location scouting and on-set protocols. A very hands-on course, students will have a fundamental understanding of Digital Cinema Production and produce their own short films.

Text:

“Shooting to Kill” by Christine Vachon (recommended)

Grading:

Attendance	10%
Classroom Participation	10%
Script Notes	5%
Script Breakdown	10%
Schedule and Breakdown Sheets	10%
Call Sheet	5%
Production Meeting	10%
Production Calendar	5%
Shooting Script	5%
Casting Tapes	5%
Final: Short Film	25%

A = 110-93, A- = 92-90, B+ = 89-88, B = 87-83, B- = 82-80, C+ = 79-78, C = 77-73, C- = 72-70, D+ = 69-68, D = 67-63, D- = 62-60, F = 59-0

COURSE CALENDAR:

Class 1 (9/11) Wednesday	Class Introduction/Student Introductions. Overview of the class and your short film.
Class 2 (9/16) Monday	Who Does What: Job titles and descriptions on set. Script development and Script notes Film Groups assigned
Class 3 (9/18) Wednesday	DUE: Script Notes Due for GUILT First Steps in Production: Script Breakdown
Class 4 (9/23) Monday	DUE: Script Breakdown for GUILT Scheduling a film for production
Class 5 (9/25) Wednesday	Casting/SAG Guest Speaker: Kathy Byrne
Class 6 (9/30) Monday	DUE: Schedule for GUILT Coverage, Composition, Lighting and Basic Sound recording
Class 7 (10/2) Wednesday	Camera functions and set up
Class 8 (10/7) Monday	Camera tests
Class 9 (10/9) Wednesday	DUE: Shooting Scripts Provide Script Notes
Class 10 (10/14) Monday	Continue with Script Notes
Class 11 (10/16) Wednesday	Locations, Storyboards, Shot List and Visualization Monday
Class 12 (10/21) Monday	Directing, Set etiquette, Location Scouting
Class 13 (10/23) Wednesday	DUE: Casting Tapes Review Casting
Class 14 (10/28) Monday	Prepare for Production Meetings
Class 15 (10/30) Wednesday	DUE: Call Sheet Group 1 & 2 Production Meeting

Class 16 (11/4) Monday	DUE: Call Sheet Group 3 & 4 Production Meeting
Class 17 (11/6) Wednesday	DUE: Call Sheet Group 5 & 6 Production Meeting
Class 18 (11/11) Monday	Addressing final loose ends
Class 19 (11/13) Wednesday	Inspired Shorts/Films/Scenes
Class 20 (11/18) Monday	Post Production, editing, music and sound design
Class 21 (11/20) Wednesday	Distribution
Class 22 (11/25) Monday	FINALS: Watch Final Short Film Delivered on a DVD

Course Calendar is subject to change *with* notification

Requesting an incomplete grade:

An incomplete grade may only be assigned to a student if the student has experienced an extenuating circumstance near the end of the term, the student is in good standing in the class, and the request is made in advance. This being said it is solely up to the discretion of the instructor to grant an incomplete.

Attendance – Classes will consist of lecture, screenings, discussion, and creative exercises. Attendance is mandatory. An absence is defined as not showing up for class, or arriving more than 15 minutes late, or missing any 15 minute period during class time. I take attendance every class. If you arrive less than 15 minutes late, and do not hear your name called, make sure you let me know you are present so I do not mark you absent. **Anyone who misses 5 classes will automatically drop a letter grade. Anyone who misses 6 classes will automatically fail.** However, if you are legitimately sick, email me at james@beachwoodpics.com if you are going to miss class.

Class Participation—Along with showing up, you are expected to join in class discussions, critique other people's work, and participate in workshops. Remember, this is your class, you will get out of it what you put in it.

Assignments and Exercises – Class Work Assignments must be handed in on time. I will not accept late work. If it is an assignment that is to be uploaded it must be uploaded on time.

Written Assignments: Must be typed.

COLWEB-In an attempt to save some trees and cash, most assignments will be turned in via COLWEB. If you are unfamiliar with COLWEB please see me. In some cases, you must print

and bring in an assignment. I will indicate in the syllabus how each assignment must be turned into me.

Special Accommodations: If you have any special considerations please see me.

BACK UP YOUR WORK: Failure of computer software and or Hardware will not be accepted as an extenuating circumstance for late projects or incomplete grades so back up your work daily.

Examinations – Students who do not take exams during the regularly scheduled time will receive a failing grade for the exam unless they have contacted the instructor in advance to arrange for a make-up exam. Make-up exams will be administered by the College according to its make-up exam schedule.

Plagiarism – Plagiarism on assignments or cheating on exams are serious offenses and earn the student a failing grade for the class. Please read the Academic Integrity Policy (AIP) at: <http://studentaffairs.depaul.edu/>

Cell Phones—Use of cell phones in the class is prohibited. Please turn your phone off before entering class. Mistakes will happen (to me too), but repeated failure to turn your phone off will result in a lowered grade for the class. Absolutely no texting in class!

Laptops—No laptops in class. Unless you have a university verified need for a computer in class, please keep them in your bags.

Course Lectures/Reading Assignments – The assigned readings offer an opportunity for independent learning that supplements the lectures. Lectures will introduce material not available in the readings, and the readings will explore concepts not mentioned in class. It is not my intention to overwhelm you with reading, but rather to use the textbook as a way to support and reinforce the concepts we learn in class.

Content Changes – Depending on time factors, the assignments projected for the term may require slight alteration or rescheduling. I will contact you via email with any deviations from the syllabus. Please ensure that mail sent to the email address that you provided to the school is readily accessible.