DePaul CDM • School of Cinematic Arts

COURSE SYLLABUS • Editing 1

Course: DC 220-603 • Spring 2019 • T Th 10:10 am - 11:40 am
DePaul Center Room C106C   Lecture & Lab   Instructor: Martin Bernstein

Office Hours: Thursdays 1:30-3:00 PM • CDM Room 705
E-mail: mbernst@cdm.depaul.edu or martyx15@earthlink.net   Phone: (312) 498-8410

Homepage D2L: https://d2l.depaul.edu/d2l/home/687843

Course Description (from catalog)
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. Prerequisite: NONE.

Summary of course
This course is an introduction to Adobe Premier Pro along with related applications. 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 digital cinema editing.

COURSE OBJECTIVES:
• Knowledge of the creative basics of digital video editorial
• Proficiency in using Adobe Premier Pro CC
• Understanding of related applications used in post-production such as audio
   mixing, color correction, compression to save space and speed transmission
• Knowledge of formats, format conversion, and aspect ratios, codecs
• On the creative side, the power of editing to manipulate a viewer's mind and emotions, the responsibility that goes with that power, editing as the final writing of a story, editing aesthetics, and discovering one's own personal editing style will all be present every step of the way through this course.

TEXTBOOKS • **Recommended, not Required**
     Adobe Premiere Pro CC Classroom in a Book (2014 Release)
  • Publisher: Adobe Press; Published Sep 3, 2014
  • ISBN-10: 0-13-392705-9
  • ISBN-13: 978-0-13-392705-4
• **Required**
     In the Blink of an Eye (Revised 2nd Edition)
  • Author: Walter Murch

- Publisher: Silman-James Pr; 2 Revised edition (August 1, 2001)
- ISBN-10: 1879505622
- ISBN-13: 978-1879505629

Additional Resources: **_Lynda.com_** – Subscription is included with tuition
Account signup at Campus Connect
REQUIRED SUPPLIES:
1 500GB or 1 TB external hard drive with USB3 and/or Thunderbolt ports for storing
project data files and media assets
1 USB flash drive for project data file backup
Headphones for use when working in the lab

All class exercises and home assignments deal with projects and media stored on a
hard drive. All hard drives fail! Hardware problems are not acceptable as an excuse for
late submissions so back up all projects & all media on a secondary hard drive. ***Do not
leave your projects on the lab computer.***

Grading
Assignment # 1 10%
Assignment # 2 10%
Assignment # 3 10%
Assignment # 4 10%
Assignment # 5 10%
Assignment # 6 15%
Lab Practical Exam 20%
Class Participation/Quizzes 15%
• A indicates excellence, B indicates good work, C indicates satisfactory work, D work is
unsatisfactory in some respect, F is substantially unsatisfactory work.

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

Assignments:
Assignment # 1: Rough Cut of Action-Music Project
Assignment # 2: Fine Cut of Action-Music Project
Assignment # 3: Rough Cut of Dialog Project
Assignment # 4: Fine Cut of Dialog Project
Assignment #5: Stealomatic Rough Cut
Assignment #6: Stealomatic Fine Cut

Action-Music - this is a showdown between rival gangs - with a twist. You will import dailies, organize, and then edit the footage into a rough cut for Assignment # 1. Then you will refine your edit and add music, SFX, titles for assignment # 2.

Dialog Project - this is a simple dialog exercise. As with the first one, you will import footage, edit and revise, using more sophisticated techniques of reaction, overlapping, etc. The fine cut will require revisions per critique, add music, titles, color correction, filters, etc.

Stealomatic - sometimes referred to a Videomatic. A Stealomatic is typically a test or sketch of an idea for a TV spot or PSA using found or stolen footage. For Assignment #5 you will create an original Stealomatic on a subject/topic of your choice. Typically, this will be still photos and video (grabbed from the web), titles, and music. You may use Voice Over but I discourage this unless you know what you are doing in terms of VO recording. Target length for your Stealomatic is approximately 3 minutes.

Ideas for Stealomatics will be discussed in class. You will have to present your idea in class on a date to be determined. Think in terms of a promo for a city or place (What happens in Vegas, etc), or a PSA about a social issue, a subject about which you are passionate. Remember, great stories are about conflict, opposing forces. A few subjects are not appropriate for this assignment: no professional sports, no gaming or animation, no profiles of nihilist, suicidal individuals, excessively violent, racist or profane. All topics subject to instructor approval. Assignment # 6 will be a fine cut of your Stealomatic, with **substantial revisions**, finishing elements.

Lab Practical Exam - this will be administered individually **BEFORE** the final exam date and will be scheduled in advance. I will explain the parameters in class.

FINAL EXAM DATE: **June 11, 2019   8:30 am – 10:45 am**

• **NOTE TIME CHANGE**   • Attendance is required. University policy requires a class meeting with significant coursework or lecture. Since the Lab Practical Exam on the last regular day of class is our actual final exam, we will use this session to screen final projects.

Finished Assignment # 6 due in class. **Turn in or upload Fine Cut of Final Project by 8:30 PM - evening before class session**. Screen all projects.

GRADING POLICY & Assignment Submission
Professional editors must adhere to strict deadlines. Students are expected to turn in all assignments by the established deadlines. LATE WORK WILL NOT BE ACCEPTED. I will not accept the excuse of technological failure or absent-mindedness (you all have

phones…set alarms for due dates!). *Back up your work and do not leave your work until the last second!* This is your warning. All grades will be kept current on D2L.

ATTENDANCE POLICY

You are expected to be on time, and if you plan on missing or being late to a class are expected to notify the instructor BEFORE that particular class. The instructor reserves the right to determine whether an absence or tardy is "excused." ***Unexcused absences or tardiness will negatively affect your grade.*** *Please see* **Course Policies as Suggested by the Dean of Students Office** *at the end of the syllabus to see how your grade will be affected.* Attendance will be kept current on D2L. *If you want to question a recorded absence or tardiness, it must be done within a week of the recorded occurrence.* DO NOT COMPLAIN about your final grade if you have skipped/been tardy to class and your final grade was reduced. This is your warning!

COMPUTER/CELLPHONE/I-PAD ELECTRONIC DEVICE POLICY

If you are using any personal or school electronic equipment during class for anything other than class-related work, *you will be asked to leave and will be counted as absent for that class.*

E-MAIL POLICY

You are expected to read all e-mails from the class instructor because you are responsible to know the information they contain. *So, you should check your e-mail at least once very 24 hours!* Type **DC 220-603 EDITING I** in the subject of all e-mails to the instructor about this class. Please DO NOT JUST REPLY to my all-class e-mails because your response might get lost in the shuffle— *Send me an individual e-mail. I will do my best to get back to you in short order, but please allow up to 24hrs for the instructor to respond.*

PROJECT FILE LABELING + FORMAT POLICY

Label all Files as Such (ex. Student is WALTER MURCH and he is submitting the "Friends Rough Cut" PROJECT): **MURCH Friends Rough Cut.**
All Projects should be exported in H.264 format. (They will thus have the file extension .mp4). ***Projects NOT labeled properly or submitted in the proper format WILL NOT BE ACCEPTED. This is your warning.***

ASSIGNMENT SUBMISSION POLICY

All work submitted for this class should be original work made specifically for this class. If you are found to be submitting work you have made for another class you will receive zero credit for that particular assignment.
Check and double-check the work you are submitting. Do not submit the wrong file, an incomplete file, a corrupted file, etc. Submit the correct project file by each deadline. Most work will be submitted through D2L Submissions. Do not leave this until the last

second—upload several hours before the deadline to be safe! *Again, no late work is accepted!*

EXCUSES (i.e. LACK OF PROFESSIONALISM)

My classes are designed to teach professional conduct and particular skill-sets. Time management skills are essential for all endeavors. The wonders of modern technology make it easy and simple to stay organized, on time and on task. Please remember, an excuse is just that—*an excuse*. Here are just a few examples of excuses for not meeting class obligations that I won't accept (and please do not add to this list):

1. I have a life...
2. I forgot...
3. I didn't realize...
4. I mixed up the dates...
5. I don't "do" books...
6. My alarm didn't go off...
7. I was busy working on other projects...
8. My job called me in so I had to work and couldn't do my assignment...
9. I would have made the deadline if the deadline wasn't when it was...
10. It's just easier to do it my way, so I did it my way...
11. Other classes don't have me do it this way, so I did it their way...
12. I was not aware of class policy...
13. I didn't read the e-mail you sent out, so I didn't know...
14. The cage checked me out bad equipment, so I couldn't...
15. My hard-drive crashed and I didn't back up my work...
16. The internet was slow when I tried to turn in my project...
17. I accidentally submitted the wrong project file, but it was on time...
18. I didn't do the assignment as you asked, but don't worry, I got it all worked on in my head...
19. I have to go on vacation...
20. I was at a bar and...
21. I didn't look on the syllabus...

COURSE SCHEDULE

Week 1

Day 1: Introduction, Overview, Syllabus, Assignments, Hard Drives Flash Drives

Day 2: Adobe Premier Pro: Workflow & Organization, Project Panel, Source & Program Monitors, Timeline • IMPORT Project 1: Friends of the Family

Week 2

Day 1: Action Editing: Assembly, Insert & Overwrite Editing, Trimming

Day 2: Editing in the Timeline, Exporting to QuickTime, Formats & Codecs

Week 3

Day 1: PROJECT 1 DUE: Action 1st Cut, Screen & Critique

Day 2: MURCH Discussion, In Class Editing - Action Project

Week 4

Day 1: Import Music, Title Superimpose, Scrolling End Titles

Day 2: PROJECT 2 DUE: Action FINE CUT • Begin DIALOG PROJECT

Week 5
Day 1: Dialog Editing: Selects, Assembly, Reactions, Audio
Day 2: Dialog Project - Advanced Editing: Mattes, J & L Cuts, Color Correction

Week 6
Day 1: PROJECT 3 DUE: Dialog 1st Cut, Screen & Critique
Day 2: MURCH Discussion, STEALOMATICS, PSAs & TV Promos: Finding elements on the web, importing JPEGs, YouTube video, music

Week 7
Day 1: PROJECT 4 DUE: Dialog FINE CUT • Present STEALOMATIC Ideas
Day 2: Advanced Editing: Special Effects, Filters, Basic Motion
Week 8
Day 1: Advanced Editing: Titles, Multiple Layers
Day 2: In Class Editing • Troubleshooting

Week 9
Day 1: PROJECT 5 DUE: STEALOMATIC 1st CUT - Screen & Critique
Day 2: Review for Lab Practical Exam

Week 10
Day 1: LAB PRACTICAL EXAM
Day 2: Guest Lecture

FINAL EXAM – Tuesday, June 11, 2019 • 8:30 AM to 10:45 AM · NOTE TIME CHANGE

Final Projects Due: Submitted to D2L Submissions **by 8:30 PM on June 10, 2019**

NOTE: Course schedule published in this syllabus is subject to change, update. All current updates will be published on D2L and will supersede schedule published herein.

DePaul CDM Important Dates • SPRING 2019
PLEASE NOTE: Some courses have fewer meeting dates due to national holidays, and instructors are expected to replace those class meetings with online activities or assignments. For questions related to online course planning and design, contact your college's or school's instructional technology consultant. You can find more information on the Faculty Instructional Technology Services website at https://offices.depaul.edu/fits/Pages/default.aspx.

All dates are subject to change. DePaul University reserves the right to alter its academic calendar when the need arises.

Saturday March 30, 2019   Begin SQ2019 Classes
Friday April 5, 2019   11:59 PM Deadline to add classes to SQ2019 schedule
Friday April 12, 2019   Last day to drop SQ2019 classes with no penalty

(100% refund of tuition if applicable and no grade on transcript)
Friday April 12, 2019   Last day to select pass/fail option for SQ2019 classes
Saturday April 13 Grades of "W" assigned for SQ2019 classes dropped on/after date
Friday April 19, 2019   Good Friday - University officially closed
Saturday April 20, 2019 Easter Holiday - University officially closed
Sunday April 21, 2019 Easter Holiday - University officially closed
Monday April 22, 2019 Last day to select auditor status for SQ2019 classes
Saturday April 27, 2019 Begin SQ2019 optional mid-term exam week
Friday May 3, 2019 End SQ2019 optional mid-term exam week
Friday May 17, 2019   Last day to withdraw from SQ2019 classes
Monday May 27, 2019 Memorial Day - University officially closed
Friday June 7, 2019   End SQ2019 Day & Evening Classes
Saturday June 8, 2019 Begin SQ2019 Day & Evening Final Exams
Friday June 14, 2019   Baccalaureate Mass
Friday June 14, 2019   END SPRING QUARTER 2019
Friday June 14, 2019   End SQ2019 Day & Evening Final Exams
Friday June 14, 2019   Graduate Weekend Kick Off
Saturday June 15, 2019 Commencement
Sunday June 16, 2019 Commencement
Friday June 21, 2019   "R" grades issued Spring 2018 lapse to "F"
Friday June 21, 2019   GRADES DUE: SPRING 2019

Changes to Syllabus

This syllabus is subject to change as necessary during the quarter. If a change occurs, it will be thoroughly addressed during class or posted under Announcements in D2L, sent via email. AS A MEMBER OF THIS CLASS, YOU ARE REQUIRED TO KNOW AND FOLLOW THE GUIDELINES SET FORTH ON THE TOTALITY OF THIS SYLLABUS. These guidelines are established to ensure all students know what is expected of them, and so all students are treated equally by being held to the same standards.

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

Course Policies as Suggested by the Dean of Students Office

Attendance: Students are expected to attend each class and to remain for the duration. Coming 15 minutes late or leaving 15 minutes early constitutes an absence for the student. The overall grade for participation drops one-third after any absence. Three absences for any reason, whether excused or not, may constitute failure for the course.

Class Discussion: Student participation in class discussions will be measured in two ways. First, students are highly encouraged to ask questions and offer comments relevant to the day's topic. Participation allows the instructor to "hear" the student's voice when grading assignments. Secondly, students will be called upon by the instructor to offer comments related to the reading assignments. Students must keep up with the reading to participate in class discussion.

Attitude: 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. If any issues arise a student may be asked to leave the classroom. The professor will work with the Dean of Students Office to navigate such student issues.

Civil Discourse: DePaul University is a community that thrives on open discourse that challenges students, both intellectually and personally, to be Socially Responsible Leaders. It is

the expectation that all dialogue in this course is civil and respectful of the dignity of each student. Any instances of disrespect or hostility can jeopardize a student's ability to be successful in the course. The professor will partner with the Dean of Students Office to assist in managing such issues.

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 undisruptive 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.