

COURSE SYLLABUS

Course #: POST 110-506 Name: Editing I (25601) Quarter: Winter Tues 1:30- 4:45 PM
Location: DePaul Center Room C106C Instructor: Susanne Suffredin Office: CDM 459
Phone: 312-362-1305 Office Hours: M, T 5-6PM, W 5-6:30PM
Email: ssuffre1@depaul.edu (best way to reach me)
Email will be answered within 24 hours; Saturday emails by Monday

Course Management System: D2L <https://d2l.depaul.edu>

Course Summary:

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 editing.

Learning goals

- Understanding the role of the editor in a post-production workflow
- Learning and practicing basic editing workflows and techniques
- Mastery of the basics of Adobe Premiere Pro

Attendance is mandatory. An absence is defined as not showing up for class, or showing up 15 minutes or later without notice. Any unexcused absences, late arrivals or early departures will result in a reduction of the attendance/participation grade.

Software: Adobe Premiere Pro Creative Cloud (Required) *Classrooms and labs have these programs on their computers. If you are using your own Adobe software please check with me about which version you're using.

Required Materials/Equipment:

1 500GB or 1 TB external hard drive with USB3 and/or Thunderbolt ports for storing project data files and media assets

Recommended: Notebook and binder, 1 USB flash drive for project data file backup, **headphones** for use when working in the lab

TEXTBOOK

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

Recommended BUT NOT REQUIRED

Adobe Premiere Pro CC Classroom in a Book (Latest Version)

- Publisher: Adobe Press; Published Sep 3, 2014
- ISBN-10: 0-13-392705-9
- ISBN-13: 978-0-13-392705-4

Changes to Syllabus

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

If a change occurs, it will be addressed during class or posted under Announcements in D2L.

In addition, students have access to Lynda.com, where you can find Premiere Pro tutorials for all levels. To connect to Lynda.com, follow the link and log in with your Campus Connect ID: [Lynda.com Login](#)

Tutors: <http://www.cdm.depaul.edu/Current%20Students/Pages/TutoringProgram.aspx?area=306>

Week 1 1/7 **Introduction to Course, Editing and Post Production**

To Cover: Review Syllabus, Assignments, Hard Drives
PP Overview
Turning in work on time and correctly
Needing help
Using a later version of Premiere
Working on a PC
Formatting Drives
Organizing Media on your Drive
Types of Media
Importing Media
Logging clips
Starting A Project
Organization in Project
Naming conventions

Introduce: Dialogue Cutting/Genres

Assignment: **Have Media for Theft Unexpected downloaded to your drive for 1/14 class**

Week 2 1/14 **Dialogue Editing / Classic Dialogue**

MUST HAVE EXTERNAL HARD DRIVES THIS CLASS

Introduce: **Assignment 1: Theft Unexpected**
Project Set Up
Transcoding
Basic Editing
3-point editing, trimming
Keystroke shortcuts
Information about imported clips
Sequence settings/ setting a specific Codec
Dialogue cutting continued
L and J cuts

Lab Time

Reading assignment: In The Blink Of An Eye
Pg. 1-20 Due: 1/21

Week 3 1/21 **Refining the Edit**

Review: In The Blink of An Eye
Premiere Pro Questions
Sequence audio
Dialogue cutting continued: Pacing and POV
More Keystroke shortcuts

Due: Assignment 1 Theft Unexpected Rough Cut EOD Tuesday uploaded to D2I by
midnight 1/21

Week 4 1/28 **Midterm / Montage**

To Cover: Review for Midterm in Class
Premiere Pro Questions
Working with Music/audio SFX

Introduce: Theory of Montage
Types of Montage
Cutting technique used
Assignment 2: Montage

Week 5 2/4 **Effects and Exporting / Montage and Midterm**

To Cover: Midterm
Lab Time work on Montage Assignment
Premiere Pro Questions
Transition and Effects functions in PP
Working with Music/audio SFX
Introduce: Lumetri Color in PP
Exporting from PP
Titles
Due: Assignment 2: Montage
Exported file uploaded to D2I by **midnight 2/9**

Week 6 2/11 **Commercial Editing: Bully Commercial**

Screen Montages in class
Review Midterm
Have Media downloaded onto your drive for class
Introduce: **Assignments 3-5 Bully commercial**
Assignment 3: Organizing Your Project: Media organized into Bins

Week 7 2/18 **Shaping The Story**

To Cover: Making Assemblies
Lab Time Assembly to first rough cut
Due: Assignment 3 Premiere Pro Project File
Post to D2L Assignment 3 by **midnight 2/23**

Week 8 2/25 **Rough Cuts**

To Cover: Building audio, adding graphics / adding personality
Work on cuts in class
Post Production Work Flows
Working with SFX
Lab Time Rough Cuts
Screen: Rough Cuts
Due: Assignment 4 Exported File Uploaded to D2I by **midnight 3/1**

Week 9 3/3 **Rough Cut to Fine Cut**

To Cover: Adding Bars and Tone, Countdown and changing start time
Rough Cut to Fine Cut
Lab Time

Week 10 3/10 **Getting to a Fine Cut**

Lab Time
Due: Assignment 5 Fine Cut, upload exported Fine Cut to D2I by midnight 3/10
Review for final

Your final exam is on 3/17 2:30Pm-4:45PM same classroom

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

Grading

Please note that late assignments will not be accepted. You must submit on time, even if you are not able to come to class on that day.

Assignment 1 Theft Unexpected	15%
Assignment 2 Montage	15%
Midterm	10%
Assignment 3 Bully Project set up and first Assembly	10%
Assignment 4 Bully Rough Cut	10%
Assignment 5 Bully Fine Cut	10%
Participation, Attendance, and Reading	20%
Final Exam	10%

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 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.