COURSE SYLLABUS
Course #: DC 220-501 Name: Editing I (20702)
Quarter: Winter Mon Wed 10:10-11:40 AM
Location: 14 E Jackson Room 506
Instructor: Susanne Suffredin   Office: CDM 459
Phone: 312-362-1305   Office Hours: Monday 01:00-04:00PM
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:
DC 220 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

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
1 USB flash drive for project data file backup
Recommended: Notebook and binder, 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 (2014 Release)
•   Publisher: Adobe Press; Published Sep 3, 2014
•   ISBN-10: 0-13-392705-9
•   ISBN-13: 978-0-13-392705-4

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
NOTE: Additional audio SFX are available on school computers or through EditStock or on drive in cage

Week 1-1/3   Introduction to Course
Wednesday
To Cover: Review Syllabus, Assignments, Hard Drives
                PP Overview

Week 2-1/8-10   Introduction to Editing and Post Production
Monday   **Premiere Pro Basics**
                MUST HAVE EXTERNAL HARD DRIVES THIS CLASs
To Cover:

                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
                Assignment 1: Reverse Storyboard a favorite dialogue scene
                List main characters
                Master shot, shot reverse shot, Medium shot, CU, ECU
                Make one observation about the editing decisions made
Wednesday
Due: Assignment 1
                Dialogue reverse storyboards
                Post to D2L Tuesday by midnight to receive credit
To Cover:

                Present reverse storyboards in class
Introduce:

                Assignment 2: Theft Unexpected
                Media copied to your drives downloaded from Box
                Reading assignment: In The Blink Of An Eye
                Pg. 1-20 Due: Wednesday

Week 3-1/15-17 Sound & Dialogue Editing / Classic Dialogue
Monday No Class University closed for Martin Luther King Day
Wednesday
To Cover:

                Information about imported clips
                Sequence settings/ setting a specific Codec
                Dialogue cutting continued
                Basic Editing
                3-point editing, trimming
                Keystroke shortcuts
                L and J cuts
Review: In The Blink of An Eye
                Work on Theft Unexpected in class

Week 4-1/22-24 Refining the Edit
Monday   Premiere Pro Questions
                Sequence audio
                Dialogue cutting continued

More Keystroke shortcuts
Pacing
POV

Wednesday
Due: Assignment 2 Theft Unexpected Rough Cut Due
Post PP project to D2L Tuesday by midnight
Review Cuts in class
finish up with dialogue cutting

Week 5-1/29-31 Transitions & Effects / Montage
Monday
Introduce:
Theory of Montage
Assignment 3: Montage Reverse Storyboard
Types of Montage
Cutting technique used

Wednesday
Transition and Effects functions in PP
Working with Music/audio
Due: Assignment 3
Post to D2L Tuesday by midnight
To Cover: Present Montage Reverse storyboards in class
Reading assignment: In The Blink Of An Eye
Pg. 75- 146 Due: next Wednesday

Week 6-2/5-7   Transitions & Effects / Montage and Midterm
Monday   To Cover: Review for Midterm in Class
Premiere Pro Questions

Introduce:
Assignment 4 Montage
Lumetri Color in PP
Exporting from PP
Titles
Wednesday   Midterm

Week 7-2/12-14 Montage
Monday
Due: Montage Export Posted to Box by Sunday midnight
Review Midterm
Screen Montages in class

Wednesday
Finish screening Montages in class
Review Reading assignment

Week 8-2/19-21 Commercial Editing: Bully Commercial
Monday   Have Media from Box downloaded onto your drive for class
Introduce: Assignments 5-7 Bully commercial
To Cover: Assignment 5: Organizing Your Project
In Your Premiere Pro Project: Media organized into 8 Bins:
        1 Kid Plays
        2 Bully Drives Up and Kid leaves
        3 Car drives over toy
        4 Bully In House

5 Kong Shows Up
6 Audio
7 VFX
8 Sequences

For Bins 1-5 Create a Bin inside First Bin named Sub-clips. Add sub-clips from that scene into that Bin.

To complete assignment:

1. All media must be reviewed
2. Selects for each scene subclipped (Command U)

Note: you will not use all clips, one is sufficient for each camera set up

3. Subclips for each setup or scene (Bin name) are added to a sequence
4. Sequences labelled to match Bin Name Example: 220_ Boy_stringout
5. All Stringout sequences added to Sequence Bin

Wednesday

To Get: Download from Box: Bully_Additional Media
To Cover: Assembly to Rough Cut
Due: Assignment 5 Premiere Pro Project File
                 Post to Drop Box in D2L Assignment 5 by Tuesday at midnight
                 Work on cuts in class

Week 9-2/26-28 Shaping The Story

Monday

To Cover: Rough Cutting
                 Building audio, adding graphics / adding personality

Wednesday

To Cover: Screen Assignment 6 Rough Cuts in class
Due: Assignment 6 Exported File Uploaded to Box by midnight Tuesday
                 Folder: Bully Rough Cut

Week 10-3/5-7 Refining Your Edit/ Premiere Pro Review

Monday

To Cover: Rough Cut to Fine Cut/ work in class on fine cuts
Wednesday
To Cover: Screen Assignment 7 Fine Cuts
Due: Assignment 7 Fine Cut, upload exported Fine Cut to Box by midnight Sunday
                 Folder: Bully Fine Cut

Week 11-3/12   Review

Monday
To Cover: Review for Final Exam and Bully Fine Cuts

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. Assignments not turned in on time will receive an F (0). You must submit on time, even if you are not able to come to class on that day.

Assignment 1 Dialogue Reverse Storyboard: 5%
Assignment 2 Theft Unexpected: 10%
Assignment 3 Montage Reverse Storyboard: 5%
Assignment 4 Montage Export: 10%
Midterm: 5%
Assignment 5 Bully Assemblies: 10%
Assignment 6 Bully Rough Cut: 10%
Assignment 7 Bully Fine Cut: 15%
Participation, Attendance, and Reading: 20%
Final Exam 10%

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.

DePaul CDM Important Dates •
January 2 – Begin WQ Day and Evening classes
January 9 – Last day to add or swap classes by 8:00 AM deadline
January 15 – University closed for Martin Luther King Day
January 15 – Last day to drop classes with no penalty
January 16 – Last day to select pass/fail option
Your exam is on March 15, 2017, from 8:30 AM to 10:45 AM in same classroom

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.