

Course: **DC 340-440 – Editing III**  
Section: **601 – Spring 2017-2018**  
Class Number: 34561  
Meeting Time: Thursdays 1:30 PM – 4:45 PM  
Location: CDM 922 – Loop Campus

Syllabus Date: **3-28-2018**

Instructor: **Michael Flores**  
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Office: CDM 458 – Loop Campus  
Phone: 312-362-1284  
Office Hours: Tuesdays – **12:00 PM – 3:00 PM** (or by appointment)

## **DC 340-440: *Editing III***

### **Course Description:**

This course provides an advanced workshop for students to edit their own narrative or documentary projects. Students will be expected to bring in their own footage, and will take their projects from logging, through rough cut, to picture lock. Post-production workflow, and basic sound design and color correction for picture editors will be emphasized.

### **Learning Goals:**

Upon successful completion of this course, students will be expected to:

- Apply advanced editing workflows and techniques
- Demonstrate a thorough knowledge of Avid Media Composer
- Analyze the evolution of modern editing techniques

**Prerequisites:** DC 320 or DC 420

**Software:** Avid Media Composer

*\*Classrooms and labs have these program on their computers.*

### **Required Materials/Equipment:**

An external hard drive with a minimum of 100 GB

*\*It is very important that you have your own external hard drive, so that you can save your personal projects and media on it. Please be advised that if you save your work to the classroom computers, it is possible that it might get deleted. **Exceptions for missed work due to data loss from the classroom computers will not be granted.***

**Recommended Textbooks:** **ON FILM EDITING** – Author: DMYTRYK – Publisher: TAYLOR  
**AVID EDITING** – Author: KAUFFMANN – Publisher: TAYLOR

**Lynda.com:** Subscription is included with tuition.

### **Changes to Syllabus:**

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

### **Drop Dates:**

April 6, 2018 – Last day to drop classes with no penalty.

April 7, 2018 – Grades of “W” assigned for classes dropped on or after this day.

May 11, 2018 – Last day to withdraw from SQ2018 classes.

## Course Schedule:

### WEEK 1 (March 29<sup>th</sup>)

Lecture: Introduction to Avid Media Composer  
Transcoding and AMA Linking  
Setting Up and Organizing Your Project

Assign Project for Semester

Watch at Home: *Lynda.com – Avid Media Composer 8 Essential Training, Sections 1-3*

### Week 2 (April 5<sup>th</sup>) – DUE: Editing Exercise 1

Lecture: Editing Trailers  
Exporting QuickTimes

Do Editing Exercise 1

Watch: *Lynda.com – Avid Media Composer 8 Essential Training, Sections 4-6*

### Week 3 (April 12<sup>th</sup>) – DUE: Organized Avid Project

Lecture: Sound Editing and Design

Workshop Project

Watch: *Lynda.com – Avid Media Composer 8 Essential Training, Sections 7-8*

### Week 4 (April 19<sup>th</sup>) – DUE: Project Trailer

Screen Project Trailers

Watch: *Lynda.com – Avid Media Composer 8 Essential Training, Sections 9, 12, 15*

### Week 5 (April 26<sup>th</sup>) – DUE: Editing Exercise 2

Lecture: Color Correction

Do Editing Exercise 2

Watch: *Lynda.com – Avid Media Composer 8 Essential Training, Sections 11, 14*

### Week 6 (May 3<sup>rd</sup>) – DUE: Project Rough Cut 1

Workshop Project

Watch: *Lynda.com – Color Correction: Creating a Polished Look in Avid Media Composer, Sections 1-4*

### Week 7 (May 10<sup>th</sup>)

Lecture: The Trim Tool and Transitions

Workshop Project

Watch: *Lynda.com – Color Correction: Creating a Polished Look in Avid Media Composer, Sections 5-8*

### Week 8 (May 17<sup>th</sup>) – DUE: Project Rough Cut 2

Screen Project Rough Cuts

### Week 9 (May 24<sup>th</sup>)

Lecture: Preparing and Delivering Your Deliverables

### Week 10 (May 31<sup>st</sup>) – DUE: Project Fine Cut

Screen Project Fine Cuts

### Finals Week (Thurs, June 7<sup>th</sup>) – NO CLASS – DUE: Project (Deliverables)

Upload Project Deliverables to the D2L Dropbox by 1:45 PM on Thursday, June 7<sup>th</sup>

## Grading:

<u>Project Organization</u>	10%
<u>Project Trailer</u>	10%
<u>Project Rough Cut 1</u>	10%
<u>Project Rough Cut 2</u>	15%
<u>Project Fine Cut</u>	25%
<u>Project Deliverables</u>	10%
<u>Editing Exercises</u>	10%
<u>Quiz</u>	10%
<u>Attendance/Participation</u>	10%

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

A indicates excellence, B indicates good work, C indicates satisfactory work, D work is unsatisfactory in some respect, F is substantially unsatisfactory work.

## Assignments:

Professional editors must adhere to strict deadlines. Students are expected to turn in all assignments by the established deadlines. *Back up your work and do not leave your work until the last second!* This is your warning. You will submit all of your assignments to the D2L Dropbox. The organization of your editing projects is a significant part of your grade. **LATE PROJECTS** will be marked down a full letter grade for every day past the due date.

## Quiz:

You should arrive to class on time and be prepared to take the quiz on May 18<sup>th</sup> (week 8). Quizzes that are missed as the result of an unexcused absence cannot be made up.

## Editing Exercises:

Editing exercises will be completed during class time. Missed editing exercises can be made up and turned in before the start of the following class; however, your grade on the editing exercise will be reduced by 1 letter grade. If an editing exercise is missed, it is the responsibility of the student to watch the missed lecture on D2L and turn in their makeup assignment before the start of the following class. For your convenience, all lectures are recorded and saved on D2L.

## Attendance:

You are expected to be on time, and if you plan on missing or being late to a class, you are expected to notify the instructor **BEFORE** that class begins. The instructor reserves the right to determine whether an absence or tardy is “excused.” *You will be allowed 1 excused absence for the quarter.* Unexcused absences or tardiness will negatively affect your grade. All unexcused absences will result in a reduction of your grade for the class by **3 percent**. Excessive tardiness (more than 10 minutes late) and leaving class early will result in a reduction of your grade for the class by **1 percent**. Missing more than 3 classes will result in an F for the class.

## Phones, Texting, Social Media, Email:

Phones should be set to silent or vibrate. Should you need to answer a call during class, please leave the room in an undistruptive manner. Emailing, texting, and social media are not allowed. If you must use a cell phone or electronic device for any reason, please leave the classroom.

## **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