

FILM 222 Introduction to Film Production

Trimester 2 2012

16 July to 17 November 2012

20 Points



TRIMESTER DATES

Teaching dates:	16 July to 19 October 2012
Mid-trimester break:	27 August to 9 September 2012
Last piece of assessment due:	2.00pm Monday 15 October 2012

WITHDRAWAL DATES

Information on withdrawals and refunds may be found at

<http://www.victoria.ac.nz/home/admisenrol/payments/withdrawalsrefunds.aspx>

EXPECTED WORKLOAD

The expected workload for a 20 point course is 200 hours spread evenly over the 12 week trimester and breaks, or 13 hours per teaching week.

For FILM 222 this commitment will be spread over the 12 weeks of teaching and the 2 week mid-trimester break. For a typical teaching week you should expect to spend about 15 hours on the course (4 hours in classes, 3 hours reading and reviewing, and 8 hours on assignments), and in the break 10 hours per week. Creative film work is however labour-intensive and for some projects you may need to devote more time on them than this allocation.

GROUP WORK

Any group work undertaken in the course will not be for assessment purposes.

READINGS

There are no required text books. However recommended texts include:

Andrew Horton *"Writing the Character-Centered Screenplay"*

Judith Weston *"The Film Director's Intuition"*

Judith Weston *"Directing Actors"*

Tony Barr *"Acting for the Camera"*

Robert Bresson *"Notes on the Cinematographer"*

Michael Rabiger *"Directing – Film Techniques and Aesthetics"*

MATERIALS AND EQUIPMENT

Students will be required to purchase audio and video materials for their own use (approx. \$50.00 total). Advice on purchases will be given in class, and some items will be available from the Programme. Digital still cameras, digital video cameras, audio recorders and lights will be issued on loan. Pickup and drop off times are Mon-Fri 9:30-11:30. Equipment must be borrowed and returned during those hours. Editing and sound recording/mixing facilities will be made available on a reservation basis.

School equipment must be treated with the utmost care, and any malfunction or damage reported immediately to the Film Technical Officers. Due to differences between DV tape formats only approved Mini Digital Video tapes may be used with School video equipment. Bookings must be strictly adhered to and equipment returned on time, or other students will be inconvenienced and possibly disadvantaged.

You are required to read The Fat Book, Film and Theatre's protocol handbook, which is available on Blackboard and on the notice board in 85 Fairlie Terrace. This will enable you to understand our rules and regulations as well as help you know what services and facilities are available within the School.

ASSESSMENT REQUIREMENTS

All assessment will be internal. Details of each assignment will be given in class and on Blackboard.

	Due Date	Weighting
1) Stills sequence (7-10 images)	Mon 30 Jul, 2 pm	25%
2) Sound track	Mon 20 August, 2 pm	15%
3) Short film script (5-8 pages)	Mon 17 Sep, 2 pm	25%
4) Film portrait (3-5 minutes)	Mon 15 October, 2 pm	35%

It is your responsibility to keep a copy of your work. If circumstances arise which may prevent you from completing your assignment on the due date, please inform the course coordinator. Note that a professional attitude towards the care and borrowing of equipment is essential. This will constitute an assessment component in all relevant assignments, and penalties will apply for misuse of gear or failure to return it on time.

The assignments are designed to help fulfil the aims of the course by giving students the opportunity to experiment in several different creative areas and to acquire a variety of technical skills in audiovisual production. Writing and directing skills are fostered in the short film script and autobiographical video exercises, photographic and visual logic skills in the photo sequence exercise, and editing and audio skills in the editing and soundtrack exercises. The assessment criteria will be firstly artistic achievement and secondly degree of technical competence displayed.

HANDING IN ASSIGNMENTS

Except when otherwise advised assignments should be placed in the drop slot at the Film, Theatre, and Media Studies administration reception area in 83 Fairlie Terrace. Do not submit your essay to your course coordinator. You must keep a copy of your assignment before submitting it.

ASSIGNMENT COVER SHEETS

Assignment cover sheets and extension forms can be found on Blackboard or outside the Programme office. Remember to fill in your tutor's name.

EXTENSIONS AND PENALTIES

Extensions will be granted only in exceptional and unforeseen circumstances. Issues of workload do not constitute exceptional and unforeseen circumstances. If you require an extension, you must complete an extension request form (available on your course Blackboard site) prior to the assignment due date. This must be accompanied by relevant documentation (e.g. a doctor's certificate) where appropriate.

Work submitted after the deadline will be penalised by a 2.5 percent deduction from your total mark per work day. Late work also receives only minimal comments from your marker.

MANDATORY COURSE REQUIREMENTS

To gain a pass in this course you must:

- Submit the written work and technical/story-telling exercises specified for this course, on or by the specified dates (subject to such provisions as are stated for late submission of work).
- Attend at least 18 of the scheduled 24 classes.

CLASS REPRESENTATIVES

A class representative will be elected in the first class, and that person's name and contact details will be available to VUWSA, the Course Coordinator and the class. The class representative provides a communication channel to liaise with the Course Coordinator on behalf of students.

STATEMENT ON LEGIBILITY

You are expected to present work that meets appropriate standards. Work submitted during the course (i. e. work that is internally assessed) should be typed or prepared on a computer. Where handwritten work is required you are expected to write clearly. If this is deemed 'illegible', you will be given a photocopy of the work and asked to transcribe it to an acceptable standard (preferably typed) within a specified time frame.

ACADEMIC INTEGRITY AND PLAGIARISM

Academic integrity means that university staff and students, in their teaching and learning are expected to treat others honestly, fairly and with respect at all times. It is not acceptable to mistreat academic, intellectual or creative work that has been done by other people by representing it as your own original work.

Academic integrity is important because it is the core value on which the University's learning, teaching and research activities are based. Victoria University's reputation for academic integrity adds value to your qualification.

The University defines plagiarism as presenting someone else's work as if it were your own, whether you mean to or not. 'Someone else's work' means anything that is not your own idea. Even if it is presented in your own style, you must acknowledge your sources fully and appropriately. This includes:

- Material from books, journals or any other printed source
- The work of other students or staff
- Information from the internet
- Software programs and other electronic material
- Designs and ideas
- The organisation or structuring of any such material

Find out more about plagiarism, how to avoid it and penalties, on the University's website:

<http://www.victoria.ac.nz/home/study/plagiarism.aspx>

WHERE TO FIND MORE DETAILED INFORMATION

Find key dates, explanations of grades and other useful information at www.victoria.ac.nz/home/study.

Find out how academic progress is monitored and how enrolment can be restricted at

www.victoria.ac.nz/home/study/academic-progress. Most statutes and policies are available at

www.victoria.ac.nz/home/about/policy, except qualification statutes, which are available via the *Calendar* webpage at www.victoria.ac.nz/home/study/calendar.aspx (See Section C).

Other useful information for students may be found at the website of the Assistant Vice-Chancellor (Academic), at www.victoria.ac.nz/home/about_victoria/avcacademic.

COURSE PROGRAMME

Week	Tuesday 12-2	Friday 12-2	Assignments
1	17 Jul Introduction Film Form & Aesthetic Choices	20 Jul <i>Lighting and composition workshop (PW and AB)</i>	Homework: to watch AT LEAST one of the following films – <i>Festen</i> (also known as <i>The Celebration</i>), <i>Tulpan</i> , <i>The Band's Visit</i> , <i>In the Mood for Love</i> , <i>A Separation</i> , <i>Beau Travail</i> in preparation for 31 July class.
2	24 Jul <i>Final Cut Pro workshop (PW) / Sound recording workshop (BB)</i>	27 Jul <i>Final Cut Pro workshop (PW) / Sound recording workshop (BB)</i>	Homework: to watch AT LEAST one of the following films – <i>Festen</i> (also known as <i>The Celebration</i>), <i>Tulpan</i> , <i>The Band's Visit</i> , <i>In the Mood for Love</i> , <i>A Separation</i> , <i>Beau Travail</i> in preparation for 31 July class.
3	31 Jul Approaches to Shooting, Sound and Editing	3 Aug Approaches to Shooting, Sound and Editing	Ass. 1 Stills sequence DUE: 2pm Mon 30 July
4	7 Aug Exhibition & discussion of stills sequences (5 minutes each)	10 Aug Screenwriting – what makes it different? Freeing up the imagination	Homework: watch one of the following Mike Leigh films by 14 Aug. (<i>Secrets & Lies</i> , <i>Vera Drake</i> , <i>Happy Go Lucky</i> , <i>Life is Sweet</i> , <i>All or Nothing</i>)
5	14 Aug Reality as a source of story: Mike Leigh – another way of telling	17 Aug Screenwriting – formatting and exercises	Homework: bring to class on Tuesday 21 – transcripts of real conversations
6	21 Aug Screenwriting exercises using dialogue	24 Aug Screenwriting exercises using dialogue	Ass. 2 Sound track to stills sequence DUE: 2pm Mon 20 August

----- **Mid-Trimester Break: Mon 27 Aug - Sun 9 Sep** -----

Week	Tuesday 12-2	Friday 12-2	Assignments
7	11 Sep Exhibition & discussion of soundtrack sequence (5 minutes each)	14 Sep <i>Video camera workshop (PW)</i>	Homework: to watch <i>Shine</i> in preparation for 18 Sep class
8	18 Sep Screen directing: the process from script to screen - <i>Shine</i>	21 Sep Working with actors - KC and Emma	Ass.3 Short script DUE: 2pm Mon 17 September Homework: to watch <i>Out of the Blue</i> in preparation for 25 Sep class

9	25 Sep Guest lecture – editor Annie Collins	28 Sep Reading & discussion of 2 class screenplays	
10	2 Oct <i>Working as a team</i>	5 Oct <i>Working as a team</i>	
11	9 Oct <i>Editing team shoot material</i>	12 Oct Viewing and discussion of team exercises	
12	16 Oct Exhibition & discussion of film portraits (10)	19 Oct Exhibition & discussion of film portraits (10)	Ass. 4 Film Portrait DUE: 2pm Mon 15 October