

FILM 222 Introduction to Film Production

Trimester 2 2013

15 July to 17 November 2013

20 Points



Student in film production

TRIMESTER DATES

Teaching dates: 15 July to 18 October 2013

Mid-trimester break: 26 August to 8 September 2013

WITHDRAWAL DATES

Refer to www.victoria.ac.nz/home/admisenrol/payments/withdrawalsrefunds

If you cannot complete an assignment or sit a test or examination (aegrotats), refer to www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat

CLASS TIMES AND LOCATIONS

Mondays and Wednesdays:	12.00 – 1.50pm	77 Fairlie Terrace, Room 205
Mondays and Wednesdays:	12.00 – 1.50pm	Murphy Lecture Theatre 211

NAMES AND CONTACT DETAILS

Paul Wolfram	Paul.Wolfram@vuw.ac.nz	463 6823	Room 105 85 Fairlie Terrace
Office Hours:	Wednesday 2.00 – 4.00pm		
Bernard Blackburn	Bernard.Blackburn@vuw.ac.nz	463 9498	Room 106 85 Fairlie Terrace
Office Hours:	Wednesday 3.00 – 5.00pm		

COMMUNICATION OF ADDITIONAL INFORMATION

Any additional information, or changes to the course, will be announced in class and posted on Blackboard and on the course notice board in 85 Fairlie Terrace.

If you are not going to use the Victoria email address set up for you, we strongly encourage you to set a forward from the Victoria email system to the email address you do use.

PRESCRIPTION

FILM 222 will provide students with the opportunity to develop practical skills in production including directing, camera and lighting, editing and sound.

COURSE CONTENT

Students will undertake a range of short, individual and group exercises in areas such as screenwriting, sound design, cinematography, and editing, as well as undertaking a variety of training using the media of digital video, audio recording and mixing, and digital editing.

COURSE LEARNING OBJECTIVES (CLOS)

Students who pass this course will be able to:

1. Demonstrate creative and critical thinking around the processes of filmmaking.
2. Demonstrate technical proficiency and creative ability with audio-visual equipment and editing facilities at an introductory level.
3. Demonstrate an understanding of film structure and script writing conventions.
4. Display production skills and the ability to work as a productive member of a film production crew.
5. Demonstrate an enhanced understanding of filmmaking as a craft

TEACHING FORMAT

Course delivery will comprise a mixture of lectures, technical workshops, practical exercises and discussions of student work. You are expected to take an active part in all practical work and discussion.

MANDATORY COURSE REQUIREMENTS

In addition to achieving an overall pass mark of 50%, students must:

- Submit the written work and technical assignments 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 20 of the scheduled 24 classes.

WORKLOAD

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.

ASSESSMENT

Assessment items and workload per item		%	CLO(s)	Due date
1	Film Analysis (1000 words)	10%	1, 3	Mon. 29 July 4pm
2	Short Film Script (5 pages)	30%	1,3	Thurs. 15 Aug. 4pm
3	Group Production	25%	1,2,4	Fri. 27 Sep. 4pm
4	Film Portrait (5 mins.)	35%	1,2,4,5	Fri. 11 Oct. 4pm

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

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. The assessment criteria will be both artistic achievement and degree of technical competence displayed.

Assignment 1.

- FILM ANALYSIS (10%) Due Monday 29 July 4pm. 1000 words.

An individual assignment in which you will perform a structural analysis of one of the prescribed films (list of films will be handed out in class). You will be expected to identify the major structural elements in the film, including turning points, inciting incident, and three act structure elements. You should briefly describe the structural element and what happens at that moment of the film. You will also be required to provide a brief analysis of the shot choices, sound design and editing techniques around the “inciting incident” and the “second act turning point”. The assignment will be marked on the following criteria.

Marking Criteria:

1. Fulfilling the set task in a direct, relevant and complete manner.
2. Clear evidence that you have understood the major structural features of the film you have chosen to analyze and evidence of an understanding of three act structure.
3. Demonstrating your engagement with ideas and materials discussed in class.
4. Quality, fluency and coherency of expression.

Assignment 2.

-SHORT FILM SCRIPT (30%) Due Thursday 15 August 4pm. 5 pages.

In this individually assessed assignment you are required to write a short dramatic film script that displays your understanding of film structure and script formatting. The script should be no longer than 5 pages plus a cover page when correctly formatted. The “final script” will be assessed on the criteria outlined below.

Marking Criteria:

1. Fulfilling the set task in a direct, relevant and complete manner.
2. Clear evidence of engagement with ideas and materials discussed in FILM 222.
3. The originality and quality of the script including the ability to develop and express your own ideas.
4. Evidence of the capacity of the script to be successfully transformed into a short film suitable for shooting as part of FILM 222.
5. Understanding and correct use of scriptwriting format, terms and concepts.

Assignment 3.

-GROUP PRODUCTION (25%) Due Friday 27 September 4pm.

Shoot and edit a scene from a short film script. In this group assignment you are expected to find suitable locations, cast, and shoot a scene from a short film script. The scripts will be chosen from among your class, (assignment 2). Once the scene has been shot one of the crew will work with the director to edit the scene together. In this group assignment you will be given an individual mark that reflects the overall

accomplishment of the group and your own achievement in your assigned production role. There will be four production groups, each with five members performing in assigned roles as producer, director, cinematographer, sound and editor/gaffer.

Marking Criteria:

1. Fulfilling the set task within the production group in a direct, relevant and complete manner.
2. Clear evidence that you understand and have researched your key creative role.
3. Clear evidence that you have engaged with the production process in a creative way that expresses your own original ideas as well as complementing the script. If you are not the director your work should complement the directorial vision.
4. Evidence of preparation and research for the filming.
5. Quality, fluency and coherency of expression in your assigned production role.

Assignment 4.

- FILM PORTRAIT - (30%) Due Friday 11 October 4pm. (5 mins.)

In this individually assessed assignment you will complete a short portrait film. The film can be an autobiographical work, documentary, mockumentary, dramatic work, or straight biography. The resulting film must be no longer than 5 minutes. including titles and credits. You should aim to show your creativity, cinematic skills, understanding of lighting, sound elements, and your skills as an editor. You should aim to make your story cinematic. Use the language of film – composition, lighting, movement, sound.

Marking Criteria:

1. Fulfilling the set task in a direct, relevant and complete manner.
2. Clear evidence that you understand the various elements of production and can perform the key tasks required to produce a short film.
3. Creative engagement with the task and evidence of preparation and consideration of the story and presentation of the film.
4. Quality, fluency and coherency of expression.

SUBMISSION AND RETURN OF WORK

Assignments 1 and 2 are to be submitted in the drop slot outside the administration office: 83 Fairlie Terrace. Attach an assignment cover sheet or extension form, found on Blackboard or outside the administration office. They will be checked for academic integrity by Turnitin. Follow the instructions provided in the “Assignments and Turnitin” section of Blackboard.

For assignments 3 and 4 your work should be submitted on a USB stick in QuickTime format as an H.264 file. You must attach the USB stick to a cover sheet and clearly mark the USB device with your name.

Your marked assignment will be handed back in class. Any uncollected assignments can be picked up from the Programme Administrator after the last day of teaching. Assignments will be held in the Administration office until the end of the following trimester. You need to show your student identification to collect marked assignment from the Administration office.

PENALTIES

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.

In exceptional and unforeseen circumstances an extension may be granted. 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. Tutors cannot grant extensions.

MATERIALS AND EQUIPMENT AND/OR ADDITIONAL EXPENSES

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 at MY211.

School equipment must be treated with the utmost care, and any malfunction or damage reported immediately to the Film Technical Officers. 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.

RECOMMENDED READING

Andrew Horton, *Writing the Character-Centred 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*

CLASS REPRESENTATIVE

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.

You may like to write the Class Rep's name and details in this box:

Class Rep name and email address for this course:

STUDENT FEEDBACK

Student feedback on University courses may be found at

www.cad.vuw.ac.nz/feedback/feedback_display.php.

In week six or seven of the trimester your class representative will be invited to a meeting with the Programme staff. In week five your class representative will ask the class for any feedback on this course to discuss at this meeting.

OTHER IMPORTANT INFORMATION

The information above is specific to this course. There is other important information that students must familiarise themselves with, including:

- Academic Integrity and Plagiarism: www.victoria.ac.nz/home/study/plagiarism
- Aegrotats: www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat
- Academic Progress: www.victoria.ac.nz/home/study/academic-progress (including restrictions and non-engagement)
- Dates and deadlines: www.victoria.ac.nz/home/study/dates
- FHSS Student and Academic Services Office: www.victoria.ac.nz/fhss/student-admin
- Grades: www.victoria.ac.nz/home/study/exams-and-assessments/grades
- Resolving academic issues:
www.victoria.ac.nz/home/about/avcacademic/publications2#grievances
- Special passes: www.victoria.ac.nz/home/about/avcacademic/publications2#specialpass
- Statutes and policies including the Student Conduct Statute:
www.victoria.ac.nz/home/about/policy
- Student support: www.victoria.ac.nz/home/viclife/student-service
- Students with disabilities: www.victoria.ac.nz/st_services/disability
- Student Charter: www.victoria.ac.nz/home/viclife/student-charter
- Student Contract: www.victoria.ac.nz/home/admisenrol/enrol/studentcontract

- Turnitin: www.cad.vuw.ac.nz/wiki/index.php/Turnitin
- University structure: www.victoria.ac.nz/home/about
- VUWSA: www.vuwsa.org.nz
- School website: www.victoria.ac.nz/seftms

Week	Monday 12-2	Wednesday 12-2	Assignments
1	15 Jul Introduction Film Form & Structural Analysis. Assignment 1 Set.	17 Jul Telling stories with images – an introduction	
2	22 Jul Introduction to script writing Screenwriting – what makes it different? Freeing up the imagination	24 Jul Introduction to Camera	
3	29 Jul Script writing 2. Dialogue, act and scene construction Assignment 2 Set	31 Jul Camera styles: Motivation, POV, observation.	Assignment 1 due: Monday 29 August, 4.00pm
4	5 Aug Character and plot – screen writing tools. Cinematography examples and use of light.	7 Aug Lights, Camera...	
5	12 Aug Sound design – an introduction.	14 Aug Introduction to sound recording.	Assignment 2 due: Thursday 15 August, 5.00pm Group roles submitted
6	19 Aug Aesthetics of editing. Story, pace and picture	21 Aug Introduction to Editing	Group roles set

Mid Trimester Break: Monday 26 August to Sunday 8 September 2013

Week	Monday 12-2	Wednesday 12-2	Assignments
7	9 Sep A collaborative industry Film production process and production roles Shooting scripts set	11 Sep Working as a crew.	
8	16 Sep Directing actors	18 Sep Working with actors -	
9	23 Sep Pre-production – fix it in pre.	25 Sep Production	Assignment 3 Group Production due: Friday 27 September, 4.00pm
10	30 Sep Making a portrait	2 Oct Creative approaches to film making.	
11	7 Oct Editing 2: Mixing audio and colour balancing	9 Oct Polishing your masterpiece and distribution.	Assignment 4 Film Portrait due: Friday 11 October, 4.00pm
12	14 Oct Exhibition & discussion of film portraits (10)	16 Oct Exhibition & discussion of film portraits (10)	