



**FACULTY OF HUMANITIES AND SOCIAL SCIENCES**

**INTERNATIONAL INSTITUTE OF MODERN LETTERS**

**CREATIVE WRITING  
CREW 592: SCRIPTWRITING PORTFOLIO  
120 POINTS**

**FULL YEAR 2016**

**Key dates**

**Trimester dates:** 29 February to 13 November 2016

**Teaching dates:**

**Trimester 1:** 29 February – 23 March, 31 March – 22 April and 2 May – 3 June 2016

**Trimester 2:** 11 July – 19 August and 5 September – 14 October 2016

Mid-trimester breaks 1/3: 24 March – 30 March and 25 April – 1 May 2016

Mid-year break: 6 June – 8 July 2016

Mid-trimester break 2/3: 22 August – 2 September 2016

**Last assessment item due:** 4 November 2016

**Withdrawal dates:** Refer to [www.victoria.ac.nz/students/study/withdrawals-refunds](http://www.victoria.ac.nz/students/study/withdrawals-refunds).

If you cannot complete an assignment or sit a test in the last three weeks of teaching, refer to [www.victoria.ac.nz/students/study/exams/aegrotats](http://www.victoria.ac.nz/students/study/exams/aegrotats).

**Class times and locations**

Workshops will take place in Room 102, 16 Waiteata Road (the workshop room), Kelburn Campus.  
Days and times: Tuesdays 10am - 1pm and Wednesdays 10am – 12noon.

**Names and contact details**

Course convenor: Ken Duncum  
Room: 403, 16 Waiteata Road, Kelburn Campus  
Work phone: 463 6882  
Email: [ken.duncum@vuw.ac.nz](mailto:ken.duncum@vuw.ac.nz)

**Communication of additional information**

Any additional information about the MA will be made available at workshop meetings, or by email, or will be distributed into student pigeonholes.

## Course learning objectives (CLOs)

Students who attain this degree should be able to:

1. Initiate, develop and complete a full-length script project (in film, theatre, television or radio) that is written to a high craft and creative standard
2. Creatively analyse this project's potential and generate further composition and revisions through three drafts of the project
3. Present script work in approved industry-standard format
4. Develop and document a reading research programme that informs and extends the principal project
5. Demonstrate critical script analysis skills, give respectful constructive criticism of others' writing and receive constructive criticism judiciously
6. Formulate scriptwriting structures and routines that will support their writing process for this project and beyond.

## Teaching format

The three elements in the MA programme (and mandatory course requirements for CREW 592) are as follows:

### Classes

Classes run throughout the first two trimesters – from early March (first class Tuesday March 1) to mid-October (last class Wednesday October 12) – and total 5 hours per week. All sessions are conducted by Ken Duncum unless otherwise arranged.

You are required to attend all classes.

Meeting times are:

#### Tuesday Workshop:

10:00am-1:00pm

At the Tuesday Workshop a range of exercise work is undertaken and the results presented and discussed. This is also where class members present their folio work-in-progress.

#### Wednesday Workshop:

10:00am-12:00noon

The Wednesday Workshop is an opportunity for practical exercises, class discussion and also provides a forum for guest visits by writers and industry professionals.

Unless otherwise agreed, there are no formal classes during trimester or mid-year breaks: see attached meetings schedule.

## Reading Programme

You are required to read and view extensively in areas related to your major writing project and to the craft of scriptwriting in general. To do this, you follow an individually designed programme (agreed upon with the course director) of film/video titles, theatre productions, scripts, books on scriptwriting and research material relevant to your project. You report on your reading/viewing by keeping a detailed and regular Reading Journal where you note your responses to your list of agreed films, videos, scripts or books.

You should have completed your reading/viewing list and submitted your Reading Journal (minimum length 6,000 words) by **Friday September 30**.

## **Portfolio (Major Project)**

It is expected that you will complete 3 drafts of a full-length work as your portfolio project, with first, second and third drafts due on specific dates during the year: see attached schedule. The recommended length of an MA thesis in a subject such as English Literature is 30,000 words. It is recognised, however, that the length of a Creative Writing portfolio will depend very much on the nature of each project. In terms of timings, a feature film script would be expected to be of a duration not less than 80 minutes. The duration of a full-length playscript similarly should be not less than 80 minutes. The duration of TV scripts should conform to the commercial half-hour or hour. Students undertaking a TV project as their Portfolio should discuss with Ken Duncum the amount and type of work that should be delivered throughout the year and for final assessment.

You will be discussing the progress of your portfolio work at workshop meetings. You will also be assigned a portfolio supervisor, with whom you will have regular meetings (these should average out at one hour per fortnight across the teaching year). As against the diversity of views you are likely to meet in workshops, your supervisor provides the response of a single, continuing reader. Your supervisor will respond to your work as you write it and act as final reader at the point when the folio is to be submitted. Ken Duncum will supervise up to seven writers in the class, the remaining writers will be matched up with external supervisors.

## **Major Exercises**

Apart from your main project there are two major writing exercises during the year. These are:

1. 15 Minute Theatre Script – written during the early part of the year. This exercise is to be delivered on **Friday April 1**. The delivered script will provide a basis for further exercise work through the year, and will be the source of a 10 minute reading presented by actors as part of the Writers On Mondays series in September.

2.

**Either:** Pukeko Intellectual Property Initiative (PIPI) – written during the first half of the year and developed through the second half of the year. This is a project worked on in collaboration with Pukeko Pictures, Gamefroot game developers and Massey University illustration students to develop outline/pitch documents for children's animation series or games. Delivery and other dates to be confirmed.

**Or:** TV Series Outline – written during the first half of the year. This is an outline (including concept, character breakdowns and one-page story outlines) for a 7 x 1-hour drama series for television. This exercise is to be delivered on **Friday July 8**. During May/June you will have an in-class storylining session on your series.

## **Reader's Report**

In addition to verbal feedback given in class, you will be expected to write a more detailed Reader's Report on a fellow class member's first draft of their major project. You will be notified of the required format for the report. The date for delivery of the completed Reader's Report is **Friday July 1**.

## **Industry Placements**

You will be expected to complete up to 40 hours of industry placement. Arrangements will be negotiated between you and the Course Director (Ken Duncum) and approved by him during the first half of the academic year. Dates for placements are dependent on the schedules of production companies and other host organisations - but usually the best time for this has been during the latter part of the June/July mid-year break. It is expected that any work you do during your placement will be non-paid – ie. in return for the experience gained. If you accept a placement outside of Wellington, you will also have to cover any travel or accommodation expenses yourself.

NB: If you choose to develop a project through PIPI this may be counted as industry placement.

## **Mandatory course requirements**

There are three requirements:

- You must attend classes and fully participate in workshops, including completion of all exercise work, except in extenuating circumstances
- You must meet the appropriate requirements for the Reading Programme.
- You must fulfil all requirements of your industry placement

If you fail to meet these requirements your folio may not be assessed and you may automatically fail the course.

Any student who is concerned that they have been (or might be) unable to meet any of the MCRs because of exceptional personal circumstances, should contact the course coordinator as soon as possible.

## **Workload**

You should expect to spend about 40 hours a week working on this course.

## **Assessment**

Assessment is based entirely on the third draft portfolio script you submit at the end of the year. MA theses are assigned a letter grade, as well as being awarded with PASS, MERIT or DISTINCTION. Two examiners - an external reader from the scriptwriting community, and an industry representative - will read each portfolio and make their recommendations. Copies of their written reports will be returned to you. You will also receive a written commentary on your portfolio script from your supervisor.

**You must submit three copies of your folio (ie completed third draft script) by Friday 4 November, 2016.**

These should be in soft or temporary bindings. When examining is completed, two copies will be returned to you, along with examiners' reports. At this point you can make any necessary minor corrections.

## **Depositing your thesis**

After you have received your examiners' reports, you must then lodge THREE copies of your folio: one softbound, one hardbound and one electronic copy. The IIML will keep the

softbound copy as part of its record of work done for the MA. The hardbound and electronic copies will be deposited in the University Library. The library requirements for the depositing of theses can be found at: <http://library.victoria.ac.nz/library-v2/using-library/submit-your-thesis>

You must complete and sign an Availability of Thesis form at the final workshop and hand it to the IIML Administrator. All electronic theses from the IIML go into the Library's Restricted Archive, unless you specify that you would prefer your work in the Open Archive.

## **Materials and equipment and/or additional expenses**

The Final Draft scriptwriting package is industry standard and if possible (ie if you are able to purchase it) you should use it for all scripts written in the course. Final Draft will be installed on all computers available for your use at the IIML and in the writing rooms next door at 14 Waiteata Rd.

## **Human Ethics Regulations**

If your research involves quoting directly from interviews with living people, you may need to seek approval from the Human Ethics Committee. If you are in doubt, talk first to your supervisor or workshop convenor. The IIML's administrators have access to the various forms and instructions to apply for approval in the event this is required.

## **Master's Thesis Policy**

The MA in Creative Writing is a distinctive research degree, with its own protocols and requirements. Broader information about Victoria's university-wide Master's thesis policy can be read at: <http://www.victoria.ac.nz/fgr/policies-and-resources/#masters>. The Faculty of Humanities and Social Sciences also has guidelines for Masters students at: <http://www.victoria.ac.nz/fhss/study/postgraduate/ma> and <http://www.victoria.ac.nz/fhss/study/postgraduate/postgraduate-resources-and-links>

## **Please note the following reporting responsibilities for Master's students:**

Master's thesis students are required to complete a progress report. The dates for submitting this report will be confirmed during Trimester 1.

MA students are also required to submit (via the IIML) a research proposal within one calendar month of their initial enrolment. This may take the form of your project proposal as outlined in your application, or reflect any changes made to the project plan and agreed with your workshop supervisor.

Further information on these requirements will be available from your workshop supervisor.

## **MA Workspace and other facilities**

As well as the Workshop Room, there are three rooms set aside for students in the MA Creative Writing programme. Room 401 at 16 Waiteata Road contains student lockers and pigeonholes, an on-line Mac and PC and a small library containing a collection of books and magazines about scriptwriting (books may be borrowed on a card system; magazines must be read in the library only).

There are also two small writing rooms next to the IIML at 14 Waiteata Road, which you can book for private work. You will have key access to the buildings and rooms, so that you can come and go after hours. (You will need to see the IIML's administrators about keys and swipe cards).

There is also a kitchen on the ground floor of the IIML. You are welcome to use anything here – fridge, microwave, stove – but please wash your dishes and clean up after yourself.

Printing and copying arrangements: read the document titled 'Information for MA Students 2016' in your course information folder, then check with the IIML's administrators.

## Scholarships and Prizes

The David Carson-Parker Embassy Prize of \$3000 is awarded to the best script submitted by a CREW 592 student in any one year. The prize is generally awarded in early December. Recipients to date have been Claire Ashton (2002, for *Vena Cava*), Renata Hopkins (2003, for *The Waiting Game*), Marian Evans (2004, for *Mothersongs*), Lucy O'Brien (2005, for *Katydid*), Brendon Simpson (2006, for *Into Africa*), Tusi Tamasese (2007, for *O Le Tulafale/The Orator*), Hannah McKie & Simon Hall (2008, for *MacKenzie Country* and *Miracle Road*), Colin Hodson (2009, for *Life On The Island*), Maya Hammarsal (2010, for *Abandoned Islands*), Barbara Burke (2011, for *Orla*), Vinay Choudary (2012, for *The Bloody Mulligans*), Alison McLachlan (2013, for *The Staceys*), Jack Barrowman (2014, for *The Sun At Night*), and David Brechin-Smith (2015, for *Devils & Dust*).

Copies of these and all the other completed MA theses are available for reading in the VUW Library.

Created in 2013, the \$2800 Brad McGann Award is given to the best film script submitted by a CREW 592 student in any one year. This award is also generally announced in early December. Recipients to date have been Lisa Cherrington (2013, for *Emoha*), Abby Howells (2014, for *Standing Up*) and Ali Burns (2015, for *Adah*).

There are two Project Scholarships currently available to fund a period of further work on selected major projects beyond the third draft stage (ie in 2017). The value of these scholarships depends on funds available but has been around \$2600 each in the past. These scholarships will be awarded at the end of this year or early next year.

## 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/students/study/exams/integrity-plagiarism](http://www.victoria.ac.nz/students/study/exams/integrity-plagiarism)
- Academic Progress: [www.victoria.ac.nz/students/study/progress/academic-progress](http://www.victoria.ac.nz/students/study/progress/academic-progress) (including restrictions and non-engagement)
- Dates and deadlines: [www.victoria.ac.nz/students/study/dates](http://www.victoria.ac.nz/students/study/dates)
- FHSS Student and Academic Services Office: [www.victoria.ac.nz/fhss/student-admin](http://www.victoria.ac.nz/fhss/student-admin)
- Grades: [www.victoria.ac.nz/students/study/progress/grades](http://www.victoria.ac.nz/students/study/progress/grades)

- Special passes: refer to the *Assessment Handbook*, at [www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf](http://www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf)
- Statutes and policies including the Student Conduct Statute: [www.victoria.ac.nz/about/governance/strategy](http://www.victoria.ac.nz/about/governance/strategy)
- Student support: [www.victoria.ac.nz/students/support](http://www.victoria.ac.nz/students/support)
- Students with disabilities: [www.victoria.ac.nz/st\\_services/disability](http://www.victoria.ac.nz/st_services/disability)
- Student Charter: [www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter](http://www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter)
- Subject Librarians: <http://library.victoria.ac.nz/library-v2/find-your-subject-librarian>
- Terms and conditions: [www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract](http://www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract)
- Turnitin: [www.cad.vuw.ac.nz/wiki/index.php/Turnitin](http://www.cad.vuw.ac.nz/wiki/index.php/Turnitin)
- University structure: [www.victoria.ac.nz/about/governance/structure](http://www.victoria.ac.nz/about/governance/structure)
- Victoria graduate profile: [www.victoria.ac.nz/learning-teaching/learning-partnerships/graduate-profile](http://www.victoria.ac.nz/learning-teaching/learning-partnerships/graduate-profile)
- VUWSA: [www.vuwsa.org.nz](http://www.vuwsa.org.nz)