

COMM 4406: FILM AND VIDEO POSTPRODUCTION

Wed, 5:30 pm - 8:00pm - Anthropology G15

Instructor: Deon Kay

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Office Hours: Mon/Wed 1:00pm-4:00pm & by appointment

Course Overview: Students will work with the various aspects of film and video editing, synthesizing technology, creative storytelling, visual effects, motion graphics and sound editing, along with digital distribution formats and strategies.

Course Reading: There is NO textbook for this class. Handouts/PDFs will be provided. Over the course of the semester I will provide handouts and readings for review. These are not optional. There will be Pop Quizzes on all the information you read throughout the semester.

Other \$ Requirements:



You will need a portable USB 3.0 Hard Drive to store your work, at least 200 GB of free space for this class. **WORK LEFT ON LAB COMPUTERS MAY BE DELETED UPON LOG OUT.**

Treat this drive carefully. Be sure to eject the drive from the desktop before disconnecting. Store it in a padded case or its original box. **UNPLUG ALL THE CORDS FOR STORAGE AND TRANSPORT.**

Sooner or later all hard drives will fail. You should back-up important work to another hard drive or your personal computer.

MISSING FILES/BROKEN DRIVES ARE NEVER AN EXCUSE FOR NOT TURNING IN WORK.



You cannot edit if you cannot hear so make sure you have a set of headphones. Like a hard-drive, a decent set of headphones is a worthwhile investment in your production career, but to start with, any headphones will do. If you need to checkout headphones you may do so before 5pm. You cannot use class-time to checkout headphones.

COURSE LEARNING OBJECTIVES:

1. Understand concepts and apply theories in the use and presentation of images, sounds, and information. (When to cut and why, How to create emotion, and how to control the flow of information).
2. Think critically, creatively and independently.
3. Apply tools and technologies appropriate for the communications professions in which they work. (Synthesize technical and aesthetic concepts to produce portfolio-quality work).

ATTENDANCE & PARTICIPATION: You do not get credit for showing up for class, and there ARE direct penalties for missing classes:

1. We will be doing a lot of graded editing in-class. If you are not in class, you are not going to be able keep up with the learning.
2. So much learning is done from listening, from thinking, from asking each other questions, and from your classmates' mistakes. If you are not in class, you are not participating, you are not learning, and you are doing yourself a disservice.
3. *I have NEVER had a student miss several classes and do well - good work and active attendance are linked to each other.*
4. Additionally, many technical elements we work on build on from each other and I am not prepared to allow students who do not show up for class to hold back students who do show up. If you miss class it will be very easy to get lost. You are required to make up all the work that you miss before the next class meeting. This will not be for full credit, but it will enable you to continue progressing in the class.

CONDUCT: The classroom will be a safe space for diversity and students must remain aware and accepting of each other. Comments of intolerance, including prejudice or bullying, will not be tolerated, nor will sexual harassment or harassment of any kind. See the student code of conduct for more information.

MATURE CONTENT: Some examples used in this course may be explicit and therefore offensive to some. If you anticipate having an issue with this at any point in this semester, please speak with me privately.

PLAGIARISM:

1. It is assumed that all work will be created by you, and you only. Work that has been plagiarized in any way will be given a zero, and reported to the university for further action to be taken.
2. Unless explicitly stated in the assignment handout, you may not use copyrighted work of any kind. Do your own work.
3. Work submitted in this class must be produced for this class only.

PRESENTATION: Because creative work is meant to be seen and talked about, you will be required to share your work with the class. This means you will be required to include your ideas in class discussion and must present your ideas and work in class. Do not produce work you are not prepared to share, from both a *quality* and a *content* perspective.

LATE ASSIGNMENTS: I reserve the right to not accept late assignments. If a late assignment is deemed acceptable, it will be severely penalized (think 15%-50%), and it will not be returned in a timely manner. If you are late with an assignment, don't wait for me to start grading to find out you didn't turn anything in - TELL ME and I will try to help you overcome these obstacles are dealing with.

OTHER CLASS POLICIES:

- Class starts at 5:30pm - work due at the start of class is due at 5:30pm. 5:31pm will be considered late and your work may not be graded. If you are not in class to receive a quiz, you cannot complete it.
- Undocumented absences cannot be made up (tests cannot be taken, work cannot be submitted, etc.)
- Documented, excused absences will not count against you, but you are required to make up any work that has been missed - this includes in-class shooting and/or other exercises we complete.
- Multi-tasking is outlawed. Learn to do one thing for 2h30, once a week, even if that thing is listening. You will learn a lot!
- Cell phones have NO PLACE in the classroom whatsoever. Turn them off before you walk into the room. If I see you using your cell phone you will be asked to leave and you will be considered absent for the day. That means any in-class work will be graded as 0, and you cannot turn in homework. This is another exercise in professionalism. If you are on set and the talent and/or above the line crew are waiting for you to finish texting before they can roll, you will not be there to make that mistake again. Practice paying singular attention. It is a rare and valuable soft-skill that will help you in the world and set you apart from your competition. *If there is something pressing you need to deal with, inform me at the start of class, and leave the room to deal with the matter.*

STUDENTS WITH SPECIAL NEEDS: I will gladly make the necessary accommodations to ensure students with special needs can complete the class and get the most out of it. Please don't "wing it" and then tell me at the end of the semester. Come see me in private with your paperwork and we can discuss your particular needs.

EMAIL POLICY: The University considers students' MyUWG e-mail account to be an official means of communication between the University and the student. It is the student's responsibility to check his or her email frequently for class, department, and University information. I frequently email documents, deadlines and syllabus modifications - not checking your email is no excuse for not completing work on time.

I am generally very responsive to email, but it is **always** best to not leave things until the last minute. You can expect an email response within 24 hours, or 48 hours over the weekend (but not immediately), and I will similarly NEVER email you with last-minute demands or changes. There will be obstacles and hiccups as you learn, and the best way to overcome them is to allow yourself enough time by starting early, and working often.

CREDIT HOUR POLICY: The University of West Georgia grants one semester hour of credit for work equivalent to a minimum of one hour (50 minutes) of in class or other direct faculty instruction AND two hours of student work outside of class per week. As a guide, multiply this by 3 (credit hours). So for every one hour in class you should be spending 2 hours on your work. For a 3 credit hour class, this is SIX additional hours per week outside of class.

COMMON LANGUAGE FOR COURSE SYLLABI (PLEASE REVIEW see link in courseden)

https://www.westga.edu/administration/vpaa/assets/docs/faculty-resources/common_language_for_course_syllabi_v2.pdf

THIS DOCUMENT SHOULD BE CONSIDERED TO BE A CONTRACT - by remaining enrolled in the class you agree to abide all policies and expectations.

<u>Assignment</u>	<u>% of final grade</u>
After Effects #1 _____	15%
After Effects #2 _____	10%
Premier #1 _____	10%
Premier #2 _____	15%
Final Project _____	20%
In class work /Quizzes /Writing___	30%

Week 1:

1/10 Syllabus review
Tools & KEYFRAMES

Thurs 1/11 Open Drop ends at 11:59 pm
Fri 1/12 Open Add Ends at 11:59 pm

Week 2:

1/17 QUIZ on Tools
Split Screen, Cool Cuts, SFX.
ASSIGN Take-home #1

Week 3:

1/24 Overlays, blending modes, and plug-ins.

Week 4:

1/31 DUE Take-home #1
Pro-workflows

Week 5:

2/7 ASSIGN Take-home #2

Week 6:

2/14 Mystery Day

Week 7:

2/21 DUE Take-home #2

Week 8:

2/28 Intro to *After Effects*
ASSIGN After Effects #1

Week 9:

3/7 DUE After Effects #1-pt1(Audio selection)
More in-class After Effects.

Week 10:

3/14 DUE After Effects #1
In-class After Effects (Mattes and masks)

Week 11: SPRING BREAK

Week 12:

3/28 ASSIGN After Effects #2
In-class 3D in AE

Week 13:

4/4 DUE After Effects #2

Week 14:

4/11 In-Class Work Day [Mandatory attendance]

Week 15:

4/18 Final Project Rough Cut review (95% complete)

Week 16:

4/25 DUE Final Projects

Week 17: FINAL'S WEEK

Mon 4/30 End of year screening [*tentative*]

Wed 5/2 DUE Final Self Evaluation [*time/date subject to change*]