**RTV3320 ELECTRONIC FIELD PRODUCTION**

**INSTRUCTOR INFORMATION**
Class Instructor: Iman Zawahry  
Contact Info: iman@jou.ufl.edu | 352-281-6787  
Office: G215D Weimer Hall (Editing Bay office)  
Office Hours: Monday Period 2:45-3:30 or by appointment.

**CLASS & LAB MEETINGS**
Class/Workshops Monday Periods 3-4 CHEM or WEIM Room G001/G215  
Lab 1 Wednesday Periods 3-5 WEIM Room G215 or G001  
Lab 2 Wednesday Periods 6-8 WEIM Room G215 or G001

**COURSE OBJECTIVE**
RTV3320 Electronic Field Production is intended to give career-path communication students instruction in the use of digital audio and video production tools as well as the fundamentals of effective visual storytelling.

By the end of the semester, the student should be able to:  
1) Use a professional video camera.  
2) Record and edit audio and video at a professional level.  
3) Apply cinematic composition techniques to advance and complement a story.  
4) Use non-linear editing software to organize and sequence images efficiently.  
5) Use non-linear editing software to color correct, audio correct and audio mix.  
6) Identify and effectively utilize lighting instruments for cinematic effect.  
7) Export video projects in the optimal codecs for each of these: mobile devices, websites, television broadcast and cinema.  
8) Offer constructive feedback of your own work and that of peers.

**PREREQUISITES**
Grade of C or better in RTV3511

**EQUIPMENT ROOM POLICIES**
Students will sign an equipment room contract. Failure to adhere to the contract may result in a student having a grade point deduction and/or receiving an incomplete or failing grade in the class. Late returns will result in equipment privileges being revoked. Parking for the equipment room is limited to ten minutes. Failure to adhere to this policy can result in a point deduction from a student’s final grade.

**TEXTBOOK**
No required textbook. Handouts will be provided for you.

**COMPUTER & SOFTWARE**
It is suggested the students own a MacBook Pro and have access to the Adobe Creative Cloud Software. However, students will have access to the Mac editing lab. It is recommended that students have a Thunderbolt/USB3.0 combo external drive for media storage.

**ATTENDANCE, TARDINESS, AND LATE ASSIGNMENT POLICIES**
Students are allowed one lecture and lab/workshop absence per semester. Each additional absence will result in a two-point deduction from a student’s final grade for each occurrence. Students are allowed to be tardy once during the semester in each class. Each additional tardy will result in a one-point reduction from a student’s final grade. Any unexcused late assignment will be lowered 20% of the total possible points. Any assignment turned in over a week late will be lowered 50% of the possible points.

**STUDENTS WITH DISABILITIES**
Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation.

**UNIVERSITY POLICIES**
**STUDENT EVALUATION OF COURSE AND INSTRUCTOR**
Students are expected to provide feedback on the quality of instruction in this course based on 10 criteria. These evaluations are conducted online at https://evaluations.ufl.edu. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available.
UF HONOR CODE
UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.”

The Honor Code (http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel.

HELP WITH COPING
The UF Counseling and Wellness Center is a terrific, free resource for any student who could use help managing stress or coping with life. The center, at 3190 Radio Road on campus, is open for appointments and emergency walk-ins from 8 a.m. to 5 p.m. Monday through Friday. To make an appointment or receive after-hours assistance, call 352-392-1575.

ASSIGNMENTS, PROJECTS & GRADING

CLASS/WORKSHOPS
Color Correction assessment ........................................    5 PTS
Audio noise reduction/replacement assessment ..........    5 PTS
Lighting Operation and Safety ......................................  10 PTS

LAB
Attendance and punctuality ..........................................  10 PTS
EFP review and practice ....................................   5 PTS
Visual storytelling B-roll .............................................   5 PTS
Edit Mini Doc- Cacago ................................... ..............   5 PTS
Interview practice .......................................................  .    5 PTS
Short news package/doc ..............................................  10 PTS
Edit Blind Date ...............................................................   5 PTS
Staging, blocking shooting scene (teams of 4) ............  10 PTS
Final Project Idea (teams of 2).......................................... 2 PTS
Final Project treatment/script/outline  ......................... 3 PTS
Final Project assembly edit ............................................   5 PTS
Final Project (teams of 2) ............................................... 15 PTS

FORMAT OF CLASS
RTV3320 will have a series of classes, workshops, and labs designed to reinforce professional production skills needed for motion picture, documentary, news, entertainment and other media fields.

From week to week the schedule changes. Students need to pay specific attention to the syllabus in order to see if there is a class or workshop scheduled for Tuesday.

All labs are designed to reinforce specific production skills needed to complete assignments. All assignments are designed to reinforce production skills needed to complete the course final project as well as prepare students for advanced work in RTV4929c, internships, and independent projects.
ASSESSMENTS

COLOR CORRECTION
Using the waveform monitor, fast color correct filter and three way color correct filter in Premiere, students will be assessed on their ability to correct for gamma, tint and saturation in a series of clips.

AUDIO NOISE REDUCTION AND REMOVAL
Using the noise reduction tools in Audition, students will be assessed on their ability to “round trip” from Premiere to Audition back to Premiere, using the noise reduction and removal tools in Audition.

LIGHTING OPERATION AND SAFETY
Students wishing to use Kino-Flo or Arri lighting kits in this course or 4929c must pass a verbal theoretical, operational, and safety test. Students will be assessed on their ability to identify and set up Arri fresnel, Lowell Omni, Ikan LED and Kino-Flo lighting instruments. Knowledge of the instrument’s wattage, color temperature and ideal use will be asked. Additionally, each student will demonstrate the use of cinema color correction gels to change an instrument’s color temperature. There is a study guide on Canvas.

ASSIGNMENTS SEE CANVAS FOR DETAILS AND DUE DATES

ASSIGNMENT 1) SHOT TYPES/RULE OF THIRDS-WELCOME BACK
ASSIGNMENT 2) VISUAL STORYTELLING Practice It’s B-Roll Baby!
ASSIGNMENT 3) MINI DOCUMENTARY EDIT; CACAOGA
ASSIGNMENT 4) INTERVIEW PRACTICE
ASSIGNMENT 5) NEWS/DOC STORY: Its all coming together
ASSIGNMENT 6) EDIT BLIND DATE
ASSIGNMENT 7) BLOCK, LIGHT, SHOOT!

FINAL PROJECT
<table>
<thead>
<tr>
<th>MONDAY</th>
<th>MONDAY CLASS &amp; WORKSHOPS</th>
<th>WEDNESDAY</th>
<th>LAB</th>
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<tbody>
<tr>
<td></td>
<td>PERIOD 3 - 9:35AM PERIOD 4- 10:40AM</td>
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<td>WEDNESDAY PERIODS 3 - 5 OR 6 - 8</td>
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| AUG 21 | **Whole Class meets G001**  
| AUG 28 | **Workshop WEIM G215**. Edit techniques 1  
Wed AM Lab Period 6  
Wed PM Lab Period 7 | AUG 30 | Meet room G001. Two groups: matched action sequences 180 degree and 30/30.  
Lav Practice 1 Assignment 2 explanation  
Assignment 1 due check Canvas for details |
| SEP 4  | **UF Holiday** | SEP 6 | Meet G215 Editing refresher. Working with sound bite layers and key framing. B roll Assignment 3 explanation.  
Assignment 2 due check Canvas for details and due date |
| SEP 11 | **Whole Class meets WEIM 3032**  
News and Documentary Stories. Assignment 3-4 discussion | SEP 13 | Meet G001. Lav mic practice 2 and experiment. Shoot quick interviews with classmates and b roll sequences.  
Assignment 3 due check Canvas for details and due date |
| SEP 18 | **Workshop WEIM G001**. Interview lighting.  
Wed AM Lab Period 6  
Wed PM Lab Period 7 | SEP 20 | Meet G001. Sequence shooting and interview news/doc practice. Spread out in groups mic interview, shoot b-roll, and edit in class.  
Assignment 4 due check Canvas for details and due date |
| SEP 25 | **Whole Class meets WEIM 3032**.  
Working in mixed color temp lighting.  
Meet G215 In Lab project Screening Audio post production. Key framing, mixing, stereo, modify clips, dynamic filter, reverb, EQ, noise reduction.  
Assignment 5 due check Canvas for details |
| OCT 2  | **Whole class meets WEIM 3032**  
Narrative scriptwriting 101 & Audio Lighting Assessments Appointments Week 1 | OCT 4 | Meet G215. Edit Judge Scene in class. Explanation of assignment 6. Half page idea for final project treatments due as class hard copy |
| OCT 9  | **Workshop WEIM G215**. Edit techniques 2  
Wed AM Lab Period 6  
Wed PM Lab Period 7  
Lighting Assessments Appointments Week 2 | OCT 11 | Meet G215. Assignment 6 due Practice dramatic lighting setups and day for night. white balances for night scenes. |
| OCT 16 | **Whole class meets WEIM 3032**  
Painting with light, key and attached shadow. Lighting Assessments Appts-Week 3 | OCT 18 | Meet G001 In groups find locations to practice Assignment 7 shoot narrative dialogue scene.  
Final Project outline or script/visual treatment due |
| OCT 23 | **Whole class meets WEIM 3032**.  
Blocking and shooting scenes. | OCT 25 | Meet G001. Assignment 7 due on Canvas Motion practice. Use doorway dolly, Slider dolly, hand held and skateboards. Shoot scene as mark |
| OCT 30 | **Whole Class meets WEIM 3032**.  
Motion in cinematography. | NOV 1 | Meet G215. Practice color correction techniques |
| NOV 6  | **Workshop WEIM G215**. Color Correction.  
Wed AM Lab Period 6  
Wed PM Lab Period 7 | NOV 8 | Meet G001 WEIM G215 Color correction/Audio assessment. Students will be given several color correction tasks and sound issues to fix. |
| NOV 13 | No class- Optional color correction and audio tutoring in G215. | NOV 15 | Meet G215 Final Project “first cut” due in lab. |
| NOV 20 | No class enjoy your vacation! | NOV 22 | THANKSGIVING BREAK |
| NOV 27 | No Class work on first cut of project | NOV 29 | |
| DEC 4  | NO class Work on Final Projects | DEC 6 | Final Project due Tuesday Dec 6 uploaded to Canvas by 11:59pm Screen in lab. |