**INSTRUCTOR INFORMATION**

Instructor: Iman Zawahry  
Contact Info: iman@jou.ufl.edu  |  352-281-6787  
Office: 3048 Weimer Hall  |  Office Hours: Tuesday Period 9 | 3:00pm-3:50pm or by appt.  
TA: Christopher Lee Fatt | chrisleefat@ufl.edu | 407-575-2202  
Office Hours: Monday 9am - 12pm or by appointment | Office 3116 Weimer Hall

**CLASS & FILM TIMES**

Class/Workshops - No formal class. Will arrange for class meetings.  
Film Weekends: Film 1 - March 14-16 | Film 2 - March 21-23 | Film 3 - March 28-30  
Crew Drills: 2/17/2020 3pm - 9pm

**COURSE OBJECTIVE**

The goal of this class is to help students acquire the basic knowledge, skills, and work ethic of motion picture set production. Students will assist and aid senior students on film sets. Students will learn the multiple positions of an industry standard film set and will work crew on three 7 - 9 minute short films. Every student will play the role of one crew team member: production assistant, assistant editor, boom operator, art assistant and grip on three different films. You will be able to play different roles on each film. On September 5th the seniors will choose their film ideas. After learning the films you will make a top three choice list of what position you would like to crew on each film.

**PREREQUISITES**

Grade of B or better in RTV3511

**EQUIPMENT ROOM POLICIES**

Students will sign an equipment room contract. Failure to adhere to the contract can 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

**TEXTBOOK**

No required text

Recommended Texts:

- “Crafting Short Screenplays That Connect” by Claudia Johnson
- “In the Blink of An Eye” by Walter Murch
- “Directing Actors” by Judith Weston
- “Save the Cat” by Blake Snyder
- “Reflections: Twenty One Cinematographers at Work” by Benjamin Bergery

**ATTENDANCE, TARDINESS, AND LATE ASSIGNMENT POLICIES**

Students must attend all three film sets and crew drills. Your grade is based on your help and attendance on these films. Each unexcused film or crew drills missed will be one letter grade deduction. Tardiness will result in a half point deduction.
ASSIGNMENTS
Attendance and punctuality .......................................... 40 PTS
Participation and Collaboration...................................... 60 PTS

UNIVERSITY POLICIES

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.

STUDENT EVALUATION OF COURSE AND INSTRUCTOR
Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at https://gatorevals.aa.ufl.edu/students/. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via https://ufl.bluera.com/ufl/. Summaries of course evaluation results are available to students at https://gatorevals.aa.ufl.edu/public-results/.

UNIVERSITY POLICIES

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

ASSIGNMENTS

UNIVERSITY POLICIES

GRADING SCALE

94% or higher = A
90%-93% = A-
88%-89% = B+
84%-87% = B
80%-83% = B-
78%-79% = C+
74%-77% = C
70%-73% = C-
65%-69% = D
64% or below = E
<table>
<thead>
<tr>
<th>CLASS</th>
<th>PRODUCTION SCHEDULE</th>
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<tbody>
<tr>
<td>FEB 27</td>
<td>Directors Prep - Film 1 (suggested production meeting Mar 12th)</td>
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<tr>
<td>MAR 12</td>
<td>Directors Prep - Film 2 (suggested production meeting Mar. 19))</td>
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<tr>
<td>MAR 19</td>
<td>Directors Prep - Project 3 (suggested production meeting Mar 26)</td>
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<tr>
<td>MAR 14-16</td>
<td>Production Film 1</td>
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<td>MAR 21-23</td>
<td>Production- Film 2</td>
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<td>MAR 28-30</td>
<td>Production- Film 3</td>
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<tr>
<td>MAR 31</td>
<td>Upload Footage and begin Edit</td>
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<td>APR 6</td>
<td>Directors and Editors Meet with iman By appointment</td>
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<tr>
<td>APR 7</td>
<td>Rough Cut Screening 1</td>
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<tr>
<td>APR 13</td>
<td>Directors and Editors Meet with Iman By appointment</td>
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<tr>
<td>APR 14</td>
<td>Rough Cut Screening 2</td>
</tr>
<tr>
<td>APR 20</td>
<td>Directors and Editors Meet with Iman By appointment</td>
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<tr>
<td>APR 21</td>
<td>Final In Class Screening Films Delivery Books DUE</td>
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<tr>
<td>APR 24</td>
<td>Formal Screening for projects on Apr. 24th at 7pm in Gannett Auditorium (Tentative)</td>
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