

# RTV3320 ELECTRONIC FIELD PRODUCTION

FALL 2020

## INSTRUCTOR INFORMATION

Professor Iman Zawahry  
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Office Hours: Monday Period 9 | 3:00pm-3:50pm or by appointment.  
Lab Instructor: Alyson Larson | office hours: by appt. | alandry@jou.ufl.edu | 813-495-1241

## CLASS & LAB MEETINGS

Class/Workshops Monday Period 6 - 7 (12:50 PM - 2:45 PM) ONLINE  
Lab 1 Wednesday Periods 3-5 WEIM Room G001 or 3324  
Lab 2 Wednesday Periods 6-8 WEIM Room G001 or 3324

## 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.

## STUDENT LEARNING OUTCOMES

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) 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.

## 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 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.

## COVID-19 UNIVERSITY POLICIES

### FACE TO FACE CLASSES (LABS)

We will have face-to-face instructional sessions to accomplish the student learning objectives of this course. In response to COVID-19, the following policies and requirements are in place to maintain your learning environment and to enhance the safety of our in-classroom interactions.

- You are required to wear approved face coverings at all times during class and within buildings. Following and enforcing these policies and requirements are all of our responsibility. Failure to do so will lead to a report to the Office of Student Conduct and Conflict Resolution.
- This course has been assigned a physical classroom with enough capacity to maintain physical distancing (6 feet between individuals) requirements. Please utilize designated seats and maintain appropriate spacing between students. Please do not move desks or stations.
- Sanitizing supplies are available in the classroom if you wish to wipe down your desks prior to sitting down and at the end of the class.
- Follow your instructor's guidance on how to enter and exit the classroom. Practice physical distancing to the extent possible when entering and exiting the classroom.
- If you are experiencing COVID-19 symptoms (Check the CDC website for guidance on symptoms of coronavirus), please use the UF Health screening system and follow the instructions on whether you are able to attend class. Go to <https://coronavirus.ufhealth.org/> for UF Health guidance on what to do if you have been exposed to or are experiencing Covid-19 symptoms.
- Course materials will be provided to you with an excused absence, and you will be given a reasonable amount of time to make up work. Find more information in the university attendance policies.

### ONLINE CLASSES (LECTURES)

Our class sessions may be audio visually recorded for students in the class to refer back and for enrolled students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. The chat will not be recorded or shared. As in all courses, unauthorized recording and unauthorized sharing of recorded materials is prohibited.

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## 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

### CLASS/WORKSHOPS

Color Correction assessment .....	7.5 PTS
Audio noise reduction/replacement assessment .....	7.5 PTS
Lighting Operation and Safety .....	10 PTS

### LAB

Attendance and punctuality .....	10 PTS
A1_EFP review and practice .....	5 PTS
A2_Edit MiniDoc .....	5 PTS
A3_Interview practice .....	5 PTS
A4_Short news package/doc .....	10 PTS
A5_Edit Narrative.....	5 PTS
A6_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 3-4) .....	15 PTS

### 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

## 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 AND ASSIGNMENTS

### ASSESSMENTS

#### COLOR CORRECTION

Using the waveform monitor and the Lumetri panel 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) EFP REVIEW AND PRACTICE-WELCOME BACK

ASSIGNMENT 2) MINI DOCUMENTARY EDIT

ASSIGNMENT 3) INTERVIEW PRACTICE

ASSIGNMENT 4) NEWS/DOC STORY:

ASSIGNMENT 5) EDIT NARRATIVE SCENE

ASSIGNMENT 6) BLOCK, LIGHT, SHOOT!

FINAL PROJECT

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MONDAY	CLASS ONLINE (MONDAY PERIOD 6-7)	WEDNESDAY	LAB WEDNESDAY PERIODS 3-5 OR 6-8
AUG 31	Course intro. Digital Storytelling.	SEPT 2	<b>Meet in G001. Split Groups: Group A: 9:35am-11:05am Group B: 11:05am-9:35am</b> Camera intro and practice. Waveform and Exposure. Editing Log-in and prefs. Assignment 1 explanation.
SEPT 7	<b>UF HOLIDAY</b>	SEPT 9	<b>Meet in G001. Split Groups: Group A: 9:35am-11:05am Group B: 11:05am-9:35am.</b> Two groups: matched action sequences 180 degree and 30/30 and Lav Mic Practice. Editing refresher. Working with sound bite layers and key framing. B roll Assignment 2 explanation. <b>Assignment 1 due check Canvas for details</b>
SEPT 14	Interview lighting.	SEPT 16	<b>Meet in G001. Split Groups: Group A: 9:35am-11:05am Group B: 11:05am-9:35am</b> Lav mic practice 2 and experiment. Light and film interviews with classmates and b roll sequences. <b>Assignment 2 due check Canvas for details and due date</b>
SEPT 21	News and Documentary Stories. Guest Lectures: Ted Spiker/Harrison Hove	SEPT 23	<b>Meet in G001. Split Groups: Group A: 9:35am-11:05am Group B: 11:05am-9:35am</b> Sequence shooting and interview news/doc practice. Spread out in groups mic interview, shoot <b>Assignment 3 due check Canvas for details and due date</b>
SEPT 28	Working in mixed color temp lighting.	SEPT 30	<b>Whole Class Meet in G001</b> Intro to Arri, Ikan and Kino lights. Learn to set up instruments. In groups, find locations in Weimer with 5600k light. Set up interview. Adapt and work with CTB/CTO
OCT 5	Editing Techniques	OCT 7	<b>Zoom Class- In Lab project Screening</b> Narrative Editing - Edit Judge Scene. Explanation of Assignment 6 <b>Assignment 4 due check Canvas for details and due date</b>
OCT 12	Painting with light, key and attached shadow.	OCT 14	<b>Whole Class Meet G001.</b> Practice dramatic lighting setups <b>Assignment 5 due</b>
OCT 19	Blocking and shooting scenes.	OCT 21	<b>Whole Class Meet G001.</b> Blocking and shooting narrative scenes. Explanation of Assignment 7. Practice dramatic lighting setups. <b>Lighting Assessment Part 1 - Build the Kino (in lab)</b>
OCT 26	Narrative scriptwriting 101 & Audio is more important than video <b>Lighting Assessment Part 2 - Written Test</b>	OCT 28	<b>Zoom Class- Assignment 6 due on Canvas</b> Audio post production. Key framing, mixing, stereo, modify clips, dynamic filter, reverb, EQ, noise reduction. <b>Half page idea for final project treatments due as class hard copy</b>
NOV 2	Motion in cinematography.	NOV 4	<b>Whole Class.</b> Motion practice. Use doorway dolly, slider, dolly, hand held and skateboards. Shoot scene. <b>Final Project Script (narrative)/visual treatment (doc) due</b>
NOV 9	Color Correction 1	NOV 11	<b>UF HOLIDAY</b>
NOV 16	Color Correction 2	NOV 18	<b>WEIM 3324 Color correction/Audio assessment.</b> Students will be given several color correction tasks and sound issues to fix.
NOV 23	<b>THANKSGIVING BREAK</b>	NOV 25	<b>THANKSGIVING BREAK</b>
NOV 30	<b>No Class. Work on Final Projects.</b>	DEC 3	<b>Final Project "first cut" due in lab.</b>
DEC 7	<b>NO class Work on Final Projects</b>	DEC 9	<b>Zoom Class- In Class Final Project Screening.</b> <b>Final Project due Tuesday Dec 8th uploaded to Canvas by 11:59pm</b>