



INSTRUCTOR INFORMATION

Instructor: Iman Zawahry
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 Office: 3048 Weimer Hall | Office Hours: Tuesday and Thursday 10:30am-11:30am
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 Office Hours: by appointment

CLASS & FILM TIMES

Class: Monday Lab Periods 8-10 G001 | Lecture: Tuesday Periods 6-7 WEIM 2056
 Film Weekends: Film 2/29-3/3/25 - | Film 2- 3/7-10/24 | Film 3- 3/28-31/25
 Director's Prep: Film 2/24/25 - | Film 2- 2/27/25 | Film 3- 3/24/25
 Crew Drills: Feb 17th 3pm -9pm

COURSE OBJECTIVE

The goal of this class is to help students acquire the basic knowledge, skills, and work ethic of motion picture production. Students will learn the multiple positions of an industry standard film set and will produce three 8-10 minute short films. Every student will play the role of one Above the Line team member (Producer, Director, Cinematographer, Production Designer, Editor) and two Below the Line team members (1st assistant director, 2nd Assistant Director, Script Supervisor, Camera Operator, 1st Assistant Camera, 2nd Assistant Camera, Sound Mixer, Boom Operator, Gaffer and Key Grip).

Students will learn the intricate roles and duties in making a film from breaking down a script to recording sound on a sound mixer. You will learn introductory knowledge of shot composition, storyboarding, and editing. In this class you will be work to perfect those skills in a collaborative setting.

PREREQUISITES

Grade of C in RTV3320 and instructor permission

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 equipment room is limited to ten minutes. Failure to adhere to this policy may result in a point deduction from a student's final grade.

TEXTBOOK

No required text handouts will be provided.

Recommended Texts:

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

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.

ATTENDANCE, TARDINESS, AND LATE ASSIGNMENT POLICIES

Students are allowed one class 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. Students are counted present when they arrive and remain in class. Students are marked tardy one minute after class begins. 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.

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>



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.

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 (<https://www.dso.ufl.edu/sccr/process/student-conducthonor-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. If you have any questions or concerns, please consult with the instructor or TAs in this class.

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.

IN CLASS RECORDING

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor. A "class lecture" is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session. Publication without permission of the instructor is prohibited. To "publish" means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code

TIME COMMITMENT

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RTV4929c NCF is an immersive capstone course in film production and post-production. The course is based on team filmmaking. You will need the team and the team will need you. This course requires a significant time commitment from each student. Principal photography on each film will require 36-40 hours of work outside of class as well as a mature approach to time management techniques in order to meet production benchmarks and deadlines.



**ASSIGNMENTS,
PROJECTS &
GRADING**

ASSIGNMENTS

Attendance and punctuality	10 PTS
Pitch.....	10 PTS
Painting with Light.....	10 PTS
Director's Prep	20 PTS
Production Delivery Book....	10 PTS
Crew Drills.....	10 PTS
Final Film (individual).....	15 PTS
Final Film(team)	15 PTS

Grades will be rounded up to next letter grade ie. 93.6 = 94

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

ASSIGNMENTS

ASSIGNMENTS (DETAILS WORKSHEETS WILL BE PROVIDED ON CANVAS)

1) PITCH	Due Jan. 16th
2) CREW DRILLS	Due Feb. 19th
3) FILM A SCENE	Due Feb. 6th
4) DIRECTOR'S PREP	Due Feb. 26th, Mar. 18th, Mar. 25th
5) PRODUCTION DELIVERY BOOKS	Due April. 22th
6) FINAL FILM	Due April. 27th



CLASS	MONDAY LAB PERIOD 8-10- 3:00PM-6:00PM	TUESDAY	TUESDAY CLASS PERIOD 6-7- 12:50PM-2:45PM	DUE
JAN 13	Making Movies WEIM G001 - Introduction to Class and Syllabus - Learning the C300 - Below the line position tutorials -	JAN 14 TH	Making Movies - What is Story? - Understanding loglines and pitching a good story. Assignment - Everyone Pitches and Idea	
JAN 20 TH	UF HOLIDAY	JAN 21 ST	Pitches in WEIM3032	Pitches Due
JAN 27 TH	Making Movies WEIM G001 - Below the line position tutorials - Learning BTL Positions round tutorial Film scenes -	JAN 28 TH	Fade In - Workshop First Draft in Class-	First Draft of Film
FEB 3 RD	Fade In WEIM G001 - Work in assembled film crews on location.. Filming a scene.	FEB 4 TH	Imagine This... - Director's Beat Breakdown -ATL Positions tutorial - BTL Positions --Discuss Film A Scene assignment	Draft 2 Script to Iman/Brandon
FEB 10 TH	Painting with Light.....G001 Advanced Lighting Workshop - Lighting one scene of each script (Light somewhere outside G001) - Cinematographers pick one scene for lighting workshop next week	FEB 11 TH	Fade In - Workshop Third Draft in Class - Screen Film A Scene Light Assignment	Draft 3 Script to Iman/Brandon Film a Scene Assignment Due
FEB 12 TH	ATL WORKSHOPS	FEB 13 TH	Final Draft. - Workshop Final Draft in Class	Final Draft Due
FEB 17 TH	Crew Drills! 3PM-9PM Each film will have 2 hours to shoot one scene of their film. This will be a dress rehearsal for the crew and ATL.	FEB 18 TH		
FEB 24 TH	PRE-PRODUCTION FOR ALL			



CLASS	PRODUCTION SCHEDULE
FEB 24 TH	Directors Prep - Film 1 (suggested production meeting Feb 27)
FEB 27 TH	Directors Prep - Film 2 (suggested production meeting Mar. 6))
MAR 24 TH	Directors Prep - Project 3 (suggested production meeting Mar 28)
FEB 28-MAR 3	Production Film 1
MAR 7-10	Production- Film 2
MAR 28-31	Production- Film 3
APR 1 ST	Upload Footage and begin Edit - Editors Workshop
APRIL 7 TH	Rough Cut Screening 1
APRIL 11 TH	Directors and Editors Meet with Iman By appointment
APR 14 TH	Cut Screening 2
APR 18 TH	Directors and Editors Meet with Iman By appointment
APR 21 ST	Final In Class Screening Films Delivery Books DUE
APR 24 TH	Directors and Editors Meet with Iman By appointment
APR 25/26	Formal Screening for projects on April 25th/26th at 7pm in Reitz Auditorium (Tentative)