



## Instructor Contact & office hours

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Office Hours:

## Class & Lab Meetings

Class/Workshops Tuesday Periods 9-10 FLG Room 0210 or WEIM G001 (check syllabus)  
Lab 1 Wednesday Periods 9-11 WEIM Room G215  
Lab 2 Friday Periods 3-5 WEIM Room G215

## 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) 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 RTV3200

## 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 can result in a point deduction from a student's final grade.

## Textbook

Video Shooter: Master Storytelling Techniques, Barry Braverman, Third Edition ISBN 9780240825175  
This text is recommended reading.

## Computer & Software

It is suggested the students own a Mac Book 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 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. Each additional tardiness will result in a 1/2 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.



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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**

2- EFP Principals tests 5 PTS each .....	10 PTS
Color Correction assessment .....	5 PTS
Audio noise reduction/replacement assessment.....	5 PTS

**Lab**

Attendance and punctuality... ..	10 PTS
Camera Iris and color control.....	2.5 PTS
Shot types/rule thirds.....	5 PTS
Edit Judge Scene .....	2.5 PTS
Edit Blind Date .....	2.5 PTS
Audio recording assessment.....	2.5 PTS
Basic Interview lighting/audio .....	5 PTS
Short news package/doc .....	10 PTS
Lighting for drama (teams of 2).....	5 PTS
Staging, blocking shooting scene (teams of 2) .....	10 PTS
Lighting operation assessment test.....	5 PTS
Final Project assembly edit.....	5 PTS
Final Project (teams of 2).....	20 PTS

**Grading Scale**

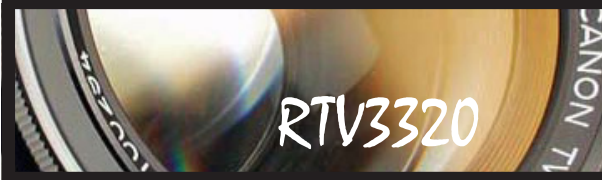
94% or higher	= A
90%-93%	= A-
88%-89%	= B+
84%-87%	= B
80%-83%	= B-
78%-79%	= C+
74%-77%	= C
70%-73%	= C-
65%-69%	= D
64% or below	= E

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.



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## Assessments and Assignments

### 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.

#### Audio recording assessment

Students will be assessed on their ability to connect microphones to the camera, properly routing input channels, properly placing microphones, setting audio levels and monitoring audio with headphones.

#### Lighting operation assessment

Students will be assessed on their ability to identify and set up Lowell Omni 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.

### Assignments

#### Assignment 1) Camera Iris and Control

TV/ENG camera exercise. Students hand holding a camera will follow a subject from outside to inside and back to outside while changing iris, ND filters and white balances on the fly while at the same time never losing the subject in frame. Students will be shown how to store white balances in the a/b white balance controls. Steady camera work is expected.

#### Assignment 2) Shot Types/rule thirds

Shot sequencing exercise. Students will shoot a short story without dialogue using a wide shot, full shot, medium shot, close up, extreme close up, over the shoulder shot, low shot, over head or high shot and dutch shot to complete their story. All shots on tripod, static. (no moves or zooms.) Rule of thirds and mise en scene are to be employed on each shot. Correct exposure, white balance and sharp focus and mandatory components. A rack focus that adds to the story is encouraged.

#### Assignment 3&4) Edit Judge Scene and Blind Date Scene

Using media provided by the instructor, students will edit two scenes using an establishing wide shot, as well as dirty and clean single shots. In the Judge Scene, students can only use the single close up of each character once. Pacing, watch-ability and emotion of the scene will be graded. **AUDIO edits are to be layered, clean and unobtrusive to the story. Projects turned in with any audio inconsistencies, hiccups, level issues or continuity issues will have 20% reduction in grade.**

#### Assignment 5) Basic interview lighting and audio recording. TRT :60 to :90 seconds

Students will select a partner to interview. Students will three point light and correctly record an interview with your partner on a specific subject. The student will then shoot appropriate b-roll for that story. Students will shoot a minimum of 15 creative b-roll shots for this work using the rule of thirds, mis en scene, exposure, white balance and sharp focus. Students then edit the stories using correct video editing and editing/sound mixing techniques. **AUDIO recordings and edits are to be clean and unobtrusive to the story. Projects turned in with any audio inconsistencies, hiccups, level issues or continuity issues will have 20% reduction in grade.**

#### Assignment 6) Short news package/documentary TRT :90 seconds to 2 minutes

Students will select an interesting subject to interview. They will three point light and correctly record an interview with that person on a specific subject. The student will then shoot appropriate b-roll for that story. Students will shoot a minimum of 30 creative b-roll shots for this work using the rule of thirds, mis en scene, exposure, white balance and sharp focus. **AUDIO recordings and edits are to be clean and unobtrusive to the story. Projects turned in with any audio inconsistencies, hiccups, level issues or continuity issues will have 20% reduction in grade.**



## Assessments and Assignments

### Assignments continued

#### Assignment 7) Lighting for Drama

In teams of two, students will light two scenes on location with three variations. 1) A person in bed, morning. 2) person in bed, sleeping-moonlight 3) Person in bed reading with reading lamp. (practical light) 4) person on couch morning 5) person on couch night-moonlight. Low, high, dutch or odd camera angles are encouraged. Rule of third foreground elements required.

#### Assignment 8) Staging, blocking and shooting a scene

In teams of two, students will work with a script that has been written for you or students can write their own one-page script for two characters. Students will stage and shoot the scene using a master shot, dirty and clean single shots. Students will use one or two hidden lav mics or a boom mic to record audio. Visual and audio continuity is mandatory. Use available light for the scene. **AUDIO recordings and edits are to be clean and unobtrusive to the story. Projects turned in with any audio inconsistencies, hiccups, level issues or continuity issues will have 20% reduction in grade.**

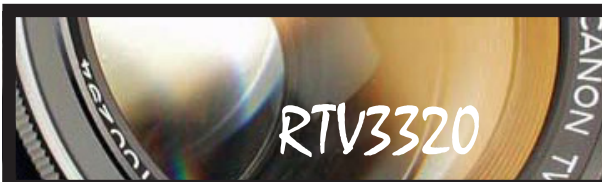
#### Final Project

Individually or in teams of two, students will create a three to four minute original narrative short film or documentary.

Students will employ the production techniques used in the previous assignments. **AUDIO recordings and edits are to be clean and unobtrusive to the story. Projects turned in with any audio inconsistencies, hiccups, level issues or continuity issues will have 20% reduction in grade.**

The first cut of this project is due the second to last week of the semester. All components of the project should be shot and edited by this date. Final projects are due at the beginning of lab on the last week of classes. Late projects will not be accepted.

Narrative projects that depict sexual violence, suicide or have extreme violence will not be accepted.



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Week of	Class or Workshop Period 9 4:50 pm Period 10 5:10 pm	Lab	DUE
8/25	Class meets FLG 0210 class intro and format.	Meet room G001 Camera controls, moving camera iris, setting WB on A and B practice. Framing of shots, shot types. Storyboard. Assignment 1 due next week as QT exports.	
9/1	Workshop WEIM RM G001 shooting angles Wed Lab Period 9 4:05pm Fri Lab Period 10 5:10pm	Meet G215 Assignment 1 due as QT. Shooting angles, racks, high, low. Cine Saddle shots.	Assignment 1 mobile cam
9/8	Workshop WEIM RM G215 Audio editing Wed Lab Period 9 Fri Lab Period 10	Meet room G215 Assignment 2 due at open of class. Editing refresh-er. Working with dialog layers and key framing. Assignments 3 & 4 due next week as QT exports.	Assignment 2 shot types
9/15	Workshop WEIM RM G001 Audio record Wed Lab Period 9 Fri Lab Period 10	Meet room G215. Assignments 3 & 4 due. Move to G001. Lav mic and boom mic practice and experiment. Move to room G215 to listen, edit and compare. Learn stereo/mono and modifying audio	Assignment 3 & 4 edit
9/22	Workshop WEIM RM G001 Interview light Wed Lab Period 9 Fri Lab Period 10	Interview lighting and mic practice. Spread out in groups. G001, G215, AHA or other. Light, mic interview. Assignment 5 due next week.	
9/29	Class meets FLG 0210. <b>Test</b> news and documentary stories guest lecturers	Meet G215 Assignment 5 due. Your <b>SDHC CARD NEEDED!</b> Individual audio operation assessments. Students will demonstrate ability to properly record audio and mix audio.	Assignment 5 interview
10/6	Class meets <b>WEIM 3032</b> working in mixed color temp lighting	Meet G001 In groups, find locations in Weimer with 5600k light. Set up interview. Adapt and work with CTB to color correct. Assignment 6 due next week.	
10/13	Workshop WEIM RM G215 Audio noise Wed Lab Period 9 Fri Lab Period 10	Meet G001. Assignment 6 due. practice noise reduction techniques to remove noise, fix problems. Use EQ for tone and dialogue enhancement.	Assignment 6 news/doc
10/20	Class meets <b>WEIM 3032</b> dramatic lighting	Meet G001. Assessment: Noise reduction, replacement and audio effects and filters. Students will be given several audio enhancement and or repairs to complete. Assignment 7 due next week.	
10/27	Class meets FLG 0210 Motion in cinematography	Meet G215 Assignment 7 due. Move to G001 Motion practice. Use doorway dolly, hand held, Fig Rig, skateboard.	Assignment 7 dramatic light
11/3	Class meets FLG 0210. <b>Test.</b> blocking and shooting scenes	Meet G215. In groups find locations to shoot practice dialogue. Assignment 8 due next week.	
11/11	Workshop WEIM G215 color correction Wed Lab Period 9 Fri Lab Period 10	Meet G215. Assignment 8 due. Color correction techniques and practice. Set up your screen real estate for efficiency.	Assignment 8 block/shoot
11/17	Whole Class Workshop Meet G001 at 4:50PM DLSR/Hybrid cameras/Video Cameras	Color correction assessment. Students will be given several color correction tasks to complete.	WORK ON FINAL PROJECTS
11/24	Optional class. G215 Tutorials and help	Thanksgiving Break	
12/1	Open class. Tim is in G215 to assist with projects	Meet WEIM G215 First cut of final projects due in G215 (Denise) Lighting instrument assessment in G001 (Tim)	Final project first cut
12/8	Workshop RM G215 Wed Lab Period 9 turn in final project Fri Lab Period 10 turn in final project	No Labs. Reading Days.	Final project