

# ***RTV3320: Electronic Field Production***

Summer B 2013

Monday 9:30-12:15, Tuesday 11:00-12:15, Thursday 9:30-12:15

Weimer Hall – Room 1092

RTV3320.wordpress.com

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## **INSTRUCTOR**

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### **Kevin Hull**

Office: Go44, Weimer Hall

Office Hours: Tuesday 9:00-11:00, other times available by appointment

E-Mail: kevhu11@ufl.edu

Twitter: @kevhu1145

Webpage: RTV3320.wordpress.com

Phone: 352-846-1155 (I prefer E-mail, as I share my office phone with others)

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## **COURSE DESCRIPTION AND OBJECTIVES**

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The course is designed to provide an overview of the electronic field production process. The goal of the class will be to provide basic skills in single camera production techniques as well as begin to develop an aesthetic understanding of creative composition, production design, and editing. Students will become familiar with how to use a camera, lights, microphone, and non-linear editing equipment.

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## **PREREQUISITES**

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Students should have completed RTV2100: Writing for the Electronic Media, RTV3000: Introduction to Telecommunications, and RTV3200: Fundamentals of Production before taking this class. The techniques taught in those classes are crucial to your success in this class.

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## **REQUIRED TEXT**

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Gross, Lynne (2009). Digital Moviemaking (Seventh Edition). ISBN: 978-0495570509

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## **OTHER MATERIALS**

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You will be provided a SD/HC card to use when filming video. After the Drop/Add period has been completed, you will receive the card. DVDs will also be provided for submission of your videos.

While not necessary, I recommend you have a large flash drive or portable hard drive to store your video.

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## **ATTENDANCE**

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Due to the hands-on nature of the course, attendance is very important in this class. Students should make every effort to attend all classes, as missing even one day could put you very far behind. If you are unable to attend class, you are still responsible for the material covered. If you miss a class for a legitimate reason (attending a conference, illness, family emergency), please contact me before class to let me know.

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## CLASSROOM PROCEDURES

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Some simple rules to make the class run smoother

- Please arrive on time.
- Drinks are allowed, but they **MUST** have a lid. We don't want any spillage on the computers.
- Please turn off your cell-phone.
- Please only use computers for class-related business. Facebook, Email, and Twitter will still be there after class, so please give me your full attention during the period.

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## EQUIPMENT CHECKOUT

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At multiple points during the semester you will have to check out equipment from the Telecom Department. All students in this class **MUST** sign the "Gear Liability Pledge" before they are allowed to check out any equipment.

Key points include:

1. You are liable for full replacement costs for damage from any cause.
2. **Equipment must be returned by 9am on the scheduled day.**  
The late return (15min+) of field gear (or other violation) triggers *automatic* suspension of checkout privileges (1 week on first offense—and this applies to an entire group if a group checkout, then 2 weeks for second offense, then 1 month, etc.), and you will also face a course academic sanction (reduction of points).
3. You are responsible for staying through each review of your gear after check-in; if you leave for any reason you are waiving all rights and must accept the equipment room staff's later judgment about the condition of the gear.

More information on checkout can be found on the full Equipment Policy that you should have reviewed in a previous telecom class. If you need another copy of this policy, please let me know and I will get you one.

All students are responsible for knowing all equipment policies.

You are not to use the equipment for non-class projects, student to student equipment transfers, or sharing of equipment with other classes. Violation of this policy will be subject to the same sanctions as failure to return equipment.

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## GRADED ASSIGNMENTS

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Percentage	Assignment
10	Attendance/Participation
15	Quiz #1
15	Quiz #2
20	Political Ad
5	Final Video: initial treatment
35	Final Video: product
100	Total

A brief description of each assignment begins on the next page. More detail on each will be given as the assignment gets closer.

**Attendance (10%)**

Students are expected to be in class and participate on a daily basis. Students will lose points if they have unexcused absences, if they are consistently late to class, or if they are texting/Emailing during class.

**Quiz #1 (15%)**

Students will be given a Quiz based on topics covered in the first half of the class. Camera techniques, lighting, microphones and editing will all be topics. Items on the quiz will be reviewed in the class before the test.

**Quiz #2 (15%)**

Students will be given a Quiz based on topics covered in the second half of the class. Documentaries, narrative films, directing, and production planning will all be topics. Items on the quiz will be reviewed in the class before the test.

**Political Ad (20%)**

Students will create a brief political ad that will demonstrate their skills learned in the first half of the class. The advertisement will consist of an interview with your candidate and then B-roll footage that you will film. Students should be able to demonstrate their camera techniques, lighting and sound ability, and editing skill.

**Final Video: Product (35%)**

The final project for this class is a 5 to 10 minute documentary of fictional work. It will demonstrate your mastery of the various skills taught during this semester. Students may work in groups (maximum of four people) or as individuals.

**Final Video: Initial Treatment/Script (5%)**

In preparation for the Final Video, you must turn in an initial treatment or script. If you are doing a documentary, the treatment must include the basic story of the documentary, who you hope to film, your time schedule, and locations. If you are doing a narrative, you must include a complete script for the final project. Each group needs to only turn in one per group.

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**GRADING SCALE**

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A	=	100-93
A-	=	92-90
B+	=	89-87
B	=	86-83
B-	=	82-80
C+	=	79-77
C	=	76-73
C-	=	72-70
D+	=	69-67
D	=	66-63
D-	=	62-60
F	=	Below 60

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**MAKE-UP POLICY**

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If you miss a quiz, you will have one opportunity to make it up at the next possible class or during office hours.

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## **ACADEMIC INTEGRITY**

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University of Florida students must have read and signed the University Honor Code before taking this course. Academic dishonesty is not tolerated, and could result in your failure for the course.

To review the University of Florida Honor Code, visit:

<http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>

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## **STUDENTS WITH DISABILITIES**

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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.

Students requesting classroom accommodations should contact the Disability Resource Center (<http://www.dso.ufl.edu/drc/> or 352-392-8565). If approved, the center will give you documentation to allow for these accommodations. Please take care of this as early in the semester as possible.

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## **TOPICS TO BE COVERED**

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The following topics will be covered this semester:

- Camera
- Lighting
- Sound
- Editing Techniques
- Production and Planning
- Documentaries
- Narrative Films

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## **SCHEDULE**

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A tentative class schedule begins on the next page. Please note that this is subject to change based on how quickly/slowly we progress through the semester.

If you have any questions or issues about assignments or what we covered in class, please do not wait to bring those to my attention.

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**TENTATIVE SCHEDULE OF TOPICS AND ASSIGNMENTS**

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<b>Date</b>	<b>Topic</b>	<b>Assignment Due</b>
July 1 – Monday	Intro to class / Overview / Requirements	
July 2 – Tuesday	Lecture: Camera Basics	Read Chapter 3
July 4 – Thursday	No Class – Independence Day	
July 8 – Monday	Lecture: Microphones / Lighting	Read Chapter 5-8
July 9 – Tuesday	Lecture: Political Ad discussion	Final Project Treatment/Script
July 11 – Thursday	Film Political Ad	
July 15 – Monday	Film Political Ad	
July 16 – Tuesday	Lecture: Editing // Edit Ad	Read Chapter 10-11
July 18 – Thursday	Lecture: Editing // Edit Ad	
July 22 – Monday	Lecture: Editing // Edit Ad	
July 23 – Tuesday	Quiz #1 on Camera, Lights, Mics, Editing	Quiz #1 // Political Ad Due
July 25 – Thursday	Lecture: Directing / Narrative Film	Read Chapter 9
July 29 – Monday	Lecture: Documentary	Read Chapter 2
July 30 – Tuesday	Lecture: TBD	
August 1 – Thursday	Editing on Final Project	
August 5 – Monday	Editing on Final Project	
August 6 – Tuesday	Quiz #2 on Docs, Narrative, Directing	Quiz #2 // Final Project Due
August 8 – Thursday	Viewing of Videos, Final Grades Returned	