

Course Syllabus

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| COURSE TITLE: Documentary | TERM & YEAR: Fall 2009 |
| COURSE NUMBER & SECTION: DMP 308 | TIME & PLACE: 6:00 pm – 9:00 pm Mondays & Thursdays |
| INSTRUCTOR: Norbert Thomas | ADVISING LOCATION: Room 114 |
| ADVISING HOURS: Mondays & Thursdays 6 pm – 9 pm | OFFICE PHONE / EMAIL: professort4u@yahoo.com 513-362-9225 |
| NUMBER OF QTR HOURS (lecture 22, lab 44, total): 66 | |

Course Description:

Working alone or in production teams, students conceptualize, design and execute a digital production of a non-fictional documentary video on a chosen topic for a targeted audience. Students will shoot interviews, gather supporting video footage, record audio and subsequently edit the footage into a completed final piece.

Course Competencies

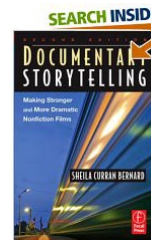
1. Develop and demonstrate an understanding of documentary production from an ethical, artistic and technical perspective.
2. Gain practical skills in researching, organizing, structuring and producing documentaries.
3. Discuss and utilize aesthetic and technical techniques to more effectively communicate with an intended audience.
4. Produce a complete documentary production.

Course Prerequisites:

DMP 212 – Fundamentals of Editing
 DMP 220 – Television Studio Production
 DMP 230 – Fundamentals of Lighting

Textbook:

Documentary Storytelling, Second Edition: Making Stronger and More Dramatic Nonfiction Films - by Sheila Curran Bernard ISBN: 0240808754



Materials/supplies:

- External FireWire hard drive
- MiniDV tapes
- DVD-Rs

Technology Needed:

- **Hardware:** Digital Video Camera; Video Editing Suite; Location Sound and Lighting Package
- **Software:** Final Cut Pro, DVD Studio Pro or Adobe Encore

Attendance/Deadlines and Academic Honesty:

The Art Institute of Ohio-Cincinnati is required by Federal, State and Accreditation regulation to maintain and enforce an attendance policy. Participation in classroom activities is vital to a student's successful completion of each course and is an important facet of each student's professional development. The student is expected to attend all classes as scheduled, to be on time and to remain in the classes for their full duration. It is recognized that a student may be absent from class due to a serious illness or family emergency. There are no excused absences. 32% absenteeism in a course may result in attendance failure in that class.

Attendance/Deadlines:

If a student should miss a class or is tardy, it is the student's responsibility to obtain any handouts or lecture materials from the instructor **before or after class**. Lecture notes must be obtained from another classmate and not the instructor. The student must arrange (after class) to meet with the instructor outside of class time if they need help due to missing class. Class time is strictly reserved for scheduled lectures, desk critiques and for helping students who are on time and attend class regularly.

Academic Honesty:

All students who copy or otherwise plagiarize the work of another or who otherwise display conduct detrimental to their own academic progress are subject to disciplinary action. All complaints against students regarding violations of the Academic Honesty Policy should be submitted to the Dean of Academic Affairs in writing.

- Cheating is the act of obtaining or attempting to obtain credit for work by the use of dishonest, deceptive, or fraudulent means.
- Plagiarism is the act of taking ideas, words or specific substance of another and offering them as one's own.

Academic Grading

| Grade per Credit Hour | Numerical Score | Grade Points |
|-----------------------|-----------------|--------------|
| A..... | 100 - 95..... | 4.0 |
| A-..... | 94 - 90..... | 3.7 |
| B+..... | 89 - 87..... | 3.4 |
| B..... | 86 - 83..... | 3.0 |
| B-..... | 82 - 80..... | 2.7 |
| C+..... | 79 - 77..... | 2.4 |
| C..... | 76 - 73..... | 2.0 |
| C-..... | 72 - 70..... | 1.7 |
| D+..... | 69 - 67..... | 1.4 |
| D..... | 66 - 60..... | 1.0 |
| F..... | 59 - under..... | 0.0 |

Grading Criteria:

1. Class time will be spent in a productive manner
2. Grading will be done on a point system
3. Points for individual activities will be announced

4. Attendance and participation in class discussions will be factored into final grade
5. All work must be received by the set deadlines
6. Points will be deducted for late work
7. Absolutely no work will be accepted after the final class meets, Week 11

The student's grade will be determined in the following manner:

| | |
|-------------------------------------|--------------------|
| Midterm Exam | 20% of final grade |
| Viewing and Reports* | 20% of final grade |
| Production Process (Prodn.notebook) | 20% of final grade |
| Final Production | 20% of final grade |
| Attendance & Participation | 20% of final grade |

- * You will be required to view documentary films on reserve in the library and write one-page screening reports on these.

Classroom Rules:

1. Arrive on time and prepared.
2. For studio safety and sanity it is essential that all students be respectful of common tools, materials, and work space as well as other student's art work.
3. As a student of AiOH-C you are a professional. Please make sure this is represented in your attire. You will be required to dress appropriately on final critique days.
4. Late work is not accepted. If prior notice is given you may receive partial credit.
5. No food or drinks are allowed in the classroom.
6. Cell phones are a distraction. Please keep all phones on vibrate for the duration of the class.

Students with Disabilities

The Art Institute of Ohio - Cincinnati has a special needs coordinator, Jan Sumner, who organizes services for qualified students requiring reasonable accommodation. Notifying the Art Institute of Ohio - Cincinnati that you have a disability or special needs is optional and confidential. However, in order for the school to accommodate your needs, we need advance notice of the service that you require. For more information please contact the Dean of Student Affairs at 513-833-2391.

Add/Drop Period

Any course that is added or dropped from the student's schedule must be processed by the Registrar's Office prior to the end of the designated add/drop period. After add/drop a student is charged for all classes for which he/she is registered. The add/drop period is printed on the back of the student's schedule. The add/drop period is the first Monday through the Monday of week two of each quarter.

Class Topics Weekly Outline:

| Week | Monday | Assignment | Thursday | Assignment |
|-------------------|---|--|---|--|
| 1 – 10/5 | Personnel Introductions Course & Syllabi overview | | Review of Discuss Ch. 1, 2, 3, <ul style="list-style-type: none"> • Story Basics • Documentary story telling • Treatments • Shooting Schedules • B Roll | Think of three loglines and synopses Read Ch 4,5 |
| 2 – 10/12 | Finalize Doc ideas, Discuss Ch.4 & 5 & 6 <ul style="list-style-type: none"> • Approach • Structure • Mainipulating Time Shooting Pre-Production elements Write Treatments / Production Schedules | | Subjects & Locations Studio vs. Field Crew members | Read Ch. 8, 11 |
| 3 – 10/19 | Discuss Ch. 8 <ul style="list-style-type: none"> • Research Characters / Talents Primary vs. Secondary Scripting Discuss Ch. 11 <ul style="list-style-type: none"> • Outlines • Treatment • Scripts Storyboarding Topic selection | Start writing first draft of treatment Due next class.. Make schedule Read Ch.14 | Review and finalize treatments, and schedules Discuss Ch. 14 Narration and Voice-Overs | Start writing second draft of treatment Due next class and Proposal Read Ch.9, 10 |
| 4 – 10/26 | Review schedules & treatments Discuss Ch. 9 <ul style="list-style-type: none"> • Casting Discuss Ch. 10 <ul style="list-style-type: none"> • Pitching and Proposal Writing | Start writing first draft of script Due next class.. Read Ch.12,13,15 | Review 1 st draft Chapters 12, 13,15 | Write second draft |
| 5 – 11/02 | Review second draft | Start Final draft | Review Final draft | Plan shoot |
| 6 – 11/09 | Production and Review shots | Production and Review shots | Production and Review shots | Production and Review shots |
| 7 – 11/16 | Production and Review shots | Production and Review shots | Production and Review shots | Production and Review shots |
| 8 – 11/23 | Postproduction | Postproduction | Postproduction | Postproduction |
| 9 – 11/30 | Postproduction | Postproduction | Postproduction | Postproduction |
| 10 – 12/07 | Postproduction | Postproduction | Postproduction | Postproduction |
| 11 – 12/14 | Final touches to the Edit – Effects | | Final edited Presentation Review of final project Grading of final project. (20%) | |

STUDENT CONTRACT
COURSE SYLLABUS RECEIPT

COURSE TITLE: *Documentary*
COURSE NUMBER: *DMP 308*
QUARTER/YEAR: *Fall 2009*
INSTRUCTOR: *Norbert Thomas*

*I acknowledge, with my signature at the bottom of this page, that I have received and read the course syllabus for **DMP 308**. I further acknowledge that I fully understand all of its contents and I agree with all the procedures, goals, and expectations set forth for this class. I will abide by these procedures and this contract will signify my compliance with all said policies contained in this syllabus. If there are any problems I will immediately contact my instructor to discuss them.*

I also agree it is my responsibility to contact my instructor if I am having problems or will be absent from a class to see what I missed. I can do this via e-mail or cell phone and understand that my instructor may also contact me at the e-mail and cell phone I have listed below. I give my instructor full permission to do so if he/she feels compelled. I understand that if I do not show up for several days, it is within the instructor's discretion to contact me and/or my advisor.

Students:
***Please** return this page with your signature to indicate that you have received and read this syllabus and are in accordance with the above agreement. Also, please indicate the best methods of contacting you with phone numbers or e-mails (both are preferred).*

Thank you.

_____ *Date*

_____ *Student name (print)*

_____ *Student signature*

_____ *Student phone (cell & home)*

_____ *Student e-mails*

Please PRINT every character carefully and individually.