Rolls. Students are expected to work in a professional manner. Students' perception of the film and its justification is important along with a well written complete analyses.

DVDs and any other material must be turned in at least one (1) page before the due date. These techniques must be displayed within the project or the project will be lowered 5 points from the student's final grade. Otherwise, the student will receive a failing grade.

These books can be purchased from Amazon.com, Ebay.com or alibris.com. Older editions are fine. Used book prices should be anywhere from $14 to $3 per book.

Grades: Grades are subjective and are based in the following order of importance. 1. A student’s score on three tests and a comprehensive test. 2. The student’s attendance. 3. The student’s professional growth shown through their group projects. 4. A student completing all assigned work and film analyses. 5. Have worked on at least one vignette.

Class attendance: Class attendance is mandatory and will be recorded. Three (3) absents may result in a student’s final grade lowered by one letter grade. Four (4) absents will result in a failing grade. A student displaying numerous late arrivals or leaving the class early will be recorded as absent.

Class Periods: The first half of the class period will be used to teach fundamental filming techniques such as cameras, lighting, grip, and audio. Students will also view group projects, three independent feature movies. (Power Point lectures are found on line) The second half of the class period will be used by the film groups to work on their project's.

Group Production: All students will be assigned to a film group. Each group will do three projects that will be viewed on their scheduled dates. Any group that does not complete a project at the prescribed viewing date will be penalized by having their final grade lowered by one (1) letter grade. The three projects will be shot from scripts that will be 6 to 8 pages in length. Each project will have assigned film techniques within them. These techniques must be displayed within the project or the project will be lowered 5 points from a 10 point scale. At the time of showing the student will give all these scripts to the teacher a DVD within a case that has the appropriate art work on it. (The name of the movies, appropriate images, short description of the movie, and the group’s name and semester printed on the spine of the DVD case) Also to be turned in at each viewing will be the project's folder that contains: a script brake-down, a script brake-down for the camera, a shot sheet, and the camera log. Project folders will be graded.

Projects: Groups are expected to use their members in different crew position for each of the projects.
1. An indoor film that uses two (2) pools of light with at least one (1) practical light. As the camera moves from one pool of light to the other pool, the light will darken but by using lighting techniques the black pedestal will not raise.
2. An outdoor film that uses reflectors and white boards to illuminate the actors, three L-cuts and a handheld shot.
3. An indoor or outdoor film that uses somewhere within it at least one seamless transition, three match cuts, and a dolly shot.
4. A short demo DVD from each student. The Demo DVD will be made up of camera clips, script clips and any other images, writings, special effects or audio's the student had a major factor in creating. The Demo DVD will be graded not only on its content but also in its’ artistic construction.

Film Analyses: Three professional narrative feature films will be shown and each student will write an analysis of that film. These analyses will be read and graded. There is no right or wrong for an analyses but the students’ perception of the film and its’ justification is important along with a well written complete analyses. Plagiarism will not be tolerated. (Note Definition of Academic Dishonesty on the following page) Analyses will be typed on the provided form and accepted only on the due date. (Film Analyses forms are posted online)

Vignettes: Six vignettes will be shot on six Fridays and will start at 12:00 noon and will not last longer then 12:00 midnight. The students are expected to be available for at least one vignette and will be assigned to a subordinate roll. Students are expected to work in a professional manner.
S.F.A. Class Attendance and Excused Absence Policies

Class Attendance: Regular and punctual attendance is expected for all classes, laboratories, and other activities for which a student is registered. Attendance policies shall be stated in the syllabus. For those classes where attendance is a factor in the course grade, an accurate record of attendance shall be maintained. Regardless of attendance, the student is responsible for course content and assignments.

Excused Absences: Students may be excused from attendance for reasons such as health, family emergencies, or student participation in approved university-sponsored events. However, students are responsible for notifying their instructors in advance, when possible, for excusable absences. Students are responsible for providing satisfactory documentation in a timely manner to the instructor for each absence. Whether absences are excused or unexcused, a student is still responsible for all course content and assignments. Students with acceptable excuses may be permitted to make up work for a maximum of three weeks’ worth of absences during a semester or one week of a summer term, depending on the nature of the missed work. Make up work must be completed as soon as possible after returning from an absence in accordance with the course syllabus. In the case of absences caused by participation in university-sponsored events, announcement via my SFA will constitute official notification. Faculty members sponsoring activities that require their students to be absent from other classes must submit to the provost and vice president for academic affairs an explanation of the absence, including the date, time and an alphabetical listing of all attending students. If approved by the provost and vice president for academic affairs, this information will be posted on my SFA.

S.F.A. Academic Integrity Policy

Definition of Academic Dishonesty: Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to: 1. Using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; 2. Falsification or invention of any information, including citations, on an assignment; and/or 3. Helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism include, but are not limited to: 1. Submitting an assignment as if it were one’s own work when, in fact, it is at least partly the work of another; 2. Submitting a work that has been purchased or otherwise obtained from the Internet or another source; and 3. Incorporating the words or ideas of an author into one’s paper or presentation without giving the author due credit.

Procedure for Addressing Student Academic Dishonesty: A faculty member who has evidence and/or suspects that academic dishonesty has occurred shall gather all pertinent information, approach the student(s) involved, and initiate the following procedure: 1. The faculty member shall review all evidence of cheating or plagiarism and discuss it directly with the student(s) involved. The faculty member shall inform the student(s) of the procedure for addressing academic dishonesty, as well as the appeals process; 2. After hearing the student(s)’ explanation or defense, the faculty member will determine whether or not academic dishonesty has occurred and will inform the student(s) what action will be taken. Penalties may include reprimand, no credit for the assignment or exam, resubmission of the work, make-up exam, or failure of the course. The faculty member may consult with the academic unit chair/director and dean in making these decisions: 3. After a determination of academic dishonesty, the faculty member shall notify the office of the dean of the student’s major by submitting a Report of Academic Dishonesty, along with supporting documentation as noted on the form. This report shall be made part of the student’s record and shall remain on file with the dean’s office for at least four years: 4. Upon second or subsequent offenses, the dean of the student’s major will determine a course of action, which may include dismissal from the university. The dean may refer the case to the college council for review and recommendations before making this determination. A student’s record of academic dishonesty will not be available to faculty members. The purpose of the record is for the dean to track a pattern of academic dishonesty during a student’s academic career at Stephen F. Austin State University. Students who are found to have demonstrated academic dishonesty and have withdrawn prior to the award of a grade will continue to have the determination of the infraction within their student records.

Student Appeals: A student who wishes to appeal decisions related to academic integrity should follow procedures outlined in Academic Appeals of Students (A-2). To see the complete policy go to: http://www.sfasu.edu/policies/academic_integrity.asp

S.F.A. Withheld Grades Semester Grades Policy

Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive aWH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

S.F.A. Policy for Students with Disabilities
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 or 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to: http://www.sfasu.edu/disabilityservices

Spring 2015 Desired Learning Outcomes:
1. Students are expected to learn proficiency in filming techniques and film/video terms.
2. Students are expected to work in an entree rolls in one or two vignettes where they will learn to work in a professional manner.
3. Students will view three professional independent features and learn to write a movie analyze.
4. Student working in assigned groups to shoot short videos are expected to learn to work in a collaborative manner.

Student Learning Outcomes:
1. Students through short videos will demonstrate their proficiency in shooting, and editing.
2. Students through class lectures and short videos will learn shooting, and editing techniques.
3. Student will be able to collaborate with fellow students with a minimum amount of friction.
4. Students through vignettes will learn professional work habits and the film/video language.
### January

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| Holiday| Orientation / Groups / Projects
Vignettes  |
|         | Project #1 The Black Pedestal |         |
|         | (1) 6 to 8 Page Scripts /
What is a Script / Attention Span / Arc
Script Format | (2) Script Brake Downs / Shot Sheet
Camera Log / Visualizing the Story
Order of Setup / 30 Degree Rule |
| 24     | 25     | 26      | 27        | 28       | 29     | 30       |

### February

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| (3) Canon Rebel / /Lenses / f-stops
Light Meters / Recording | (3) Canon Rebel / /Lenses / f-stops
Light Meters / Recording | (3) Canon Rebel / /Lenses / f-stops
Light Meters / Recording | (3) Canon Rebel / /Lenses / f-stops
Light Meters / Recording | (3) Canon Rebel / /Lenses / f-stops
Light Meters / Recording |
| 7      | 8      | 9       | 10        | 11       | 12     | 13       |
| (4) Lighting / Tungsten / Fluorescent / HMI
LED / Scrim / Stands / Black Pedestal
Color Temperature / CRI | (4) Lighting / Tungsten / Fluorescent / HMI
LED / Scrim / Stands / Black Pedestal
Color Temperature / CRI | (4) Lighting / Tungsten / Fluorescent / HMI
LED / Scrim / Stands / Black Pedestal
Color Temperature / CRI |
| 14     | 15     | 16      | 17        | 18       | 19     | 20       |
| (6) Crew Descriptions & Duties | (6) Crew Descriptions & Duties | (6) Crew Descriptions & Duties |
| View First Project
Project #2 Outdoor Lighting | View First Project
Project #2 Outdoor Lighting | View First Project
Project #2 Outdoor Lighting |
| 23     | 24     | 25      | 26        | 27       |        |          |
| Test #2 | Test #2 | Test #2 |
| 28     | 29     |         |           |          |        |          |
| (8) Camera Platforms
The Hand Held Camera / Movie Analyses
L-cuts & Hand | (8) Camera Platforms
The Hand Held Camera / Movie Analyses
L-cuts & Hand | (8) Camera Platforms
The Hand Held Camera / Movie Analyses
L-cuts & Hand |

### March

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| (9) Filters / Gels / Diffusion
Movie Analyses Due
Green Screen | (10) Principles of Editing
Editing Platforms / L-cuts
Dollies / Match Shot | (10) Principles of Editing
Editing Platforms / L-cuts
Dollies / Match Shot |
| 13     | 14     | 15      | 16        | 17       | 18     | 19       |
| Spring Holiday | Spring Holiday | Spring Holiday |
|         |         |         |           |          |        |          |
| 20     | 21     | 22      | 23        | 24       | 25     | 26       |
| View Movie #2 | View Movie #2 | View Movie #2 |
|         |         |         |           |          |        |          |

### Easter Holiday

Spring Holiday

Spring Holiday

Spring Holiday

Spring Holiday

Spring Holiday

Spring Holiday
### March

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- View Second Project
- Movie Analyses Due
- Project #3 Seamless Transitions / Dolly

### April

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- Microwaves / Wireless microphone
- Recording Techniques

- Test #3

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- (13) Video/Film Formats
- (14) Go Pro Camera / Drones
- Advance Video Cameras
- Double Sound System

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- View Third Project
- Demo Reels

- (15) Cable / Adapters
- Rigging / Knots

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- (16) Pre-production / Production
- Post-production / Review for Test

- Comprehensive Test

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- View Movie
- The Film/video Profession

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- Final Exam
- End of Term
- MW Class
- Demo Reels

- 10:30-12:30
- 10:30-12:30
- TR Class
- Demo Reels

*End of the academic year.*
PURPLE GROUP
Bartos, Sarah
Bates, Edward
Forman, James
Harian, Kelsey
Menard, Matthew
Nickerson, Ryan

GREEN GROUP
Bolton, Connor
Freeman, Larry
Klimionok, Krista
Luckett, Johnathan
Solorzano, ChrisAnn
Wilson, Rebecca

YELLOW GROUP
Beardsley, Amber
Bradshaw, Hannah
Cloninger, Patrick
Krayer, Emily
Morris, Nicholas
Reiter, Michael
FILE/VIDEO EQUIPMENT POLICIES

All equipment issued to students will be checked-out by the graduate assistant assigned to the check-out room. **There are no exceptions to this rule.** Check-out times and procedures will be posted. Equipment when checked-out will be entered in the equipment room’s computer. **All cinematography equipment, with the exception of light tripods, HMIs, the jib-arm, c-stands and light stands, will be checked out in cases. There are no exceptions to this rule.** The 2500 HMI, 4K HMI, 9 Light, Tulip Crane and the senior light fixture can be checked-out only through special permission. The School of Art will do its utmost to see that all equipment is in good working condition, but it is advised that students checking-out equipment, inspect their equipment. **When a student places their signature on the checkout form, they testify that they have the equipment and that it is in working condition.**

The cost to replace or repair lost, broken or damaged equipment (including lamps) will be assisted to the student to whom the equipment was issued. Notification of broken or damaged equipment will be made in the presence of the student at the time the equipment is returned or within 48 hours. The assessment cost will be made by a cinematographic teacher.

Issued equipment will be returned on the date specified on the checkout form. A student who has not returned a camera, sound kit or HMI fixture on the due date will be fined five (**5 dollars per day per unit**). Grip, gaff, electric or supporting equipment not returned on the due date will be fined one (**1 dollar per day per unit**). Failure to pay a fine will result in a hold on the student's transcript and will prevent that student from future S.F.A. registration or graduation.

When a student is issued equipment they are responsible for that equipment until it has been returned to the School’s equipment room. **Lending equipment to another student or film group does not change that responsible. There are no exceptions to this rule.**

**STATEMENT OF ACCEPTANCE**

I __________________________ hereby proclaim by my signature that I have read and (print) understand the Film/Video Equipment Policies and agree to all terms outlined including the late per day fines and the replacement/repair assessment fines that could be assessed to me. I understand that failure to pay a fine or replace repair assessment will result in a hold on my transcript and will prevent me from future S.F.A. registration or graduation.

Signature: __________________________

Student ID #: __________________________

Date: __________________________