ART 415
Short Film Production
Spring 2020

Class: TR 5:00pm – 7:40pm, 318 E Starr Ave (Film Bldg.)
Instructor: Sherwood Jones, sherwood1138@gmail.com,
Phone: (936) 468-1479
Office Hours: MW 12:00pm – 2pm, T/Th 2-4:30pm, F 9am – 11pm Room 208, Film Bldg.

Course Description: Short Film Production (ART 415) is a repeatable class where advance creative production techniques and storytelling are taught. Through six (6) films produced throughout the semester, the student will learn story, production technique, scheduling, advanced camera and lighting, and group dynamics. The student should treat this as a course leading to professional career.

II. Intended Learning Outcomes/Goals/Objectives:

The topic of study this semester is advanced filmmaking. The knowledge of story, script format, cameras, lens, cinematic lighting, sound recording technology and the equipment to support these devices are all fundamental to making movies and the student must be able to safely use all of them in film production.

A. Program Learning Outcomes:
Undergraduate students will demonstrate proficiency in studio foundation skills as they relate to the elements and principles of making short films.

(4) Undergraduate students will exhibit a high level or proficiency in the use of materials, techniques and media.

Undergraduate students will demonstrate understanding of contemporary art issues through exploration of synthesis of content, problem solving and creativity.

B. Student Learning Outcomes:

Students will show their competence in various software packages by producing high quality work. Students will demonstrate the ability to integrate design principles with the constraints of the filmmaking formats.
Students will be able to explain the importance of film/video/digital media in today’s visual culture and filmmaking.
Students will explain their work to their classmates and other viewers, demonstrating their comprehension of both formal and conceptual artistic concerns.

Required Software/Hardware: Final Draft, Scrivener, Celtx, or equivalent screenwriting software.
External Hard drive, 500GB (minimum), 7200rpm, USB3

Suggested Book(s):
Set Lighting Technician’s Handbook Harry C. Box
The Pocket Lawyer For Filmmakers Thomas A Crowell
Audio Post-Production for Film and Video Jay Rose
Grades:
Grades are determined on the following breakdown:

- Completed Short Film Productions (6): 80%
- Attendance/Participation: 10%
- Script: 10%

In addition to the breakdown illustrated above, the student's professional growth shown through his or her involvement in the group is considered when formulating a student's final grades.

Class attendance:
Attendance/participation in this class is mandatory and will be recorded, so it is important to be here. Three (3) absences will result in a student's final grade lowered by one letter grade. Four (4) absences 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 Tuesday and Thursday classes will be primarily devoted to the planning for and evaluation of the progress of the six short film projects. Additionally, we will cover topics related to casting, camera and light tests, set procedures, editing, and the roles of each crewmember.

All students will create a one-page treatment for one of the proposed short films and present it as an oral pitch to sell the class on it. These should be simple enough that they may be shot within one day. The class will discuss and elect the top six projects that they wish to produce for the semester.

Fridays will be used for the shooting of the six short films. Each film will only have that one day to shoot. Call time will be 12:00pm Friday and the day will conclude on/before 12:00am. Call time can be adjusted if needed, but only to move it earlier, and filming must conclude on a 12-hour scale (for example, we're shooting a film that takes place entirely outside during the day, we may move the call time to 9:00am. In this case, we must wrap by 9:00pm to maintain a 12-hour turn-around).

Short Film Productions:
Students will work together through all stages of pre-production, production, and post-production, and all students are responsible for the success and timely completion of the individual productions. For each project, a student will assume the role of a different department head – be it Director, Assistant Director, Production Designer/Art Director, Unit Production Manager, Camera Operator, Script Supervisor, Editor, Key Grip, Gaffer, and other key support roles. Each student will work with the instructor in selecting their support crew. The goal is to have each student end up serving in six different roles across the span of the semester and get a feel for their desired specialty as well as the duties of all other crew.

Safety: Filmmaking can be a dangerous profession. On set injuries and, in some cases, death has occurred due to negligence and ignorance of basic safety protocol. Students should be aware of the dangers of the equipment being used and take steps to protect themselves and their cast and crew. The use of real firearms, explosives, fireworks, and electrical tie-ins are strictly prohibited and will result in a failing grade for this class and expulsion from the film program. The use of prop/toy guns may be used, but they must be stored and used off campus. If you’re using the prop gun in a public area the local authorities must be informed. All stunts including, but not limited to, vehicle stunts, fight scenes, and drug use must be presented to the instructor for approval prior to the stunt being
performed. In some cases, the University safety officer may need to be present during the scene to ensure cast and crew safety.

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. 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 mySFA 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 a WH, 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 1 468-1004 (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/disabilityservicesSpring2020.

1. Students through will learn professional work habits and the film/video language.