

University of Wales Trinity Saint David

Individual Film Production



Individual Film Production

2019-20

HPMF5001

INDIVIDUAL FILM PRODUCTION (HPMF5001)

20 Credit Module

Lecture Room: TL12 (Mac Lab)

Thursday: Lecture 13.00-15.00

Friday: Workshop 12:00-13:00

Module Coordinators:

Helen Minghella

Dr Matt Jones

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SYLLABUS

This module will enable students to acquire film production skills through developing and executing a fiction or non-fiction short film idea of the student's choosing. Students will produce a pre-production folder, including all the various elements required, and will research a chosen genre and thematic ideas and present their outcomes through their pre-production folder.

Students will also be able to develop film production skills through research and test material and will be encouraged to explore new techniques. There is a further opportunity to develop post-production skills through workshops and reflection on a range of techniques, covering areas such as video, audio, grading, and animation.

AIM(S)

- To develop advanced film production skills, and enhance their understanding of the relationship between technical, craft, and narrative elements of production, through a personal film project.

LEARNING OUTCOMES

Upon the successful completion of this module, the student should be able to:

- use a range of established production techniques to conceive and produce an individual film project;
- effectively demonstrate and communicate film pre-production, production and postproduction processes, using creative techniques and problem-solving approaches.

LEARNING AND TEACHING STRATEGY

The study time for the module is divided as follows:

Activity type	Hours	Percentage
Scheduled learning	48	24
Independent learning	152	76
Placement learning		
TOTAL	200	100%

TIMETABLE

The course is taught over a 12-week period starting in week one of the first semester.

There will be a reading week in week six

Please see weekly schedule in the Module Outline (p.5) for timetable details.

The workshop sessions on Fridays will cover a range of techniques including filming, sound, and post production.

TRANSFERABLE SKILLS

Note-taking, giving presentations, research skills, writing essays, communication, evaluative and analytical skills. Recognition of formal techniques involved in the construction of film texts.

MODULE EVALUATION

At the end of the module you will be asked to complete a module evaluation form. Please refer to the learning outcomes when making your evaluation.

READING LIST

Module Code	HPMF5001
Module Title	Individual Film Production
Classification	Reading List entry
Essential	Barnwell, J. (2017) <i>Production Design for Screen</i> . New York: Bloomsbury Publishing.
Essential	Mamer, B. (2013) <i>Film Production Technique: Creating the Accomplished Image</i> . Stamford: Cengage Learning.
Essential	Rose, J. (2014) <i>Producing Great Sound for Film and Video: Expert Tips from Preproduction to Final Mix</i> . Oxon: Focal Press.
Further	Bowen, C. J. (2013) <i>Grammar of the Shot</i> . Oxon: Focal Press.
Further	Brown, B. (2016) <i>Cinematography: Theory and Practice: Image Making for Cinematographers and Directors</i> . Oxon: Routledge.
Further	Dawkins, S. (2009) <i>Video Production: Putting Theory into Practice</i> . New York: Palgrave.
Further	Jago, M. (2018) <i>Adobe Premiere Pro CC</i> (Adobe Classroom in a Book series). San Francisco: Peachpit Press.
Further	Viers, R. (2012) <i>Location Sound Bible: How to Record Professional Dialogue for Film and TV</i> . Studio City: Michael Wiese Productions.

Journals

Cinema Journal

Historical Journal of Film, Radio and Television

Quarterly Review of Film and Video Screen

Sight and Sound

Web Sites

www.afi.com

www.bbc.co.uk/filmnetwork/filmmaking

www.bfi.org.uk

www.creativecow.com

www.filmagencywales.com

www.imdb.com

www.lynda.com

www.macvideo.tv

www.philipbloom.net

www.vevo.com

www.vimeo.com

Students will be directed to appropriate online resources over the course of the module.

The bibliography is subject to change depending on available software and associated texts.

MODULE OUTLINE

Date	Lesson Theme	Activity/Notes
Thu 26/9/19	Story and story structure (Helen Minghella)	Developing story and story structure
Thu 3/10/19	Character, conflict and plot (Helen Minghella)	Developing character, conflict and plot
Thu 10/10/19	Treatment, logline and step outline (Helen Minghella)	Developing treatment, logline and step outline.
Thu 17/10/19	Dialogue and the shift of power. Scriptwriting techniques Pitch (Helen Minghella)	Project Greenlighting.
Thu 24/10/19	Scriptwriting and feedback/table read (Helen Minghella)	
Thu 31/10/19	READING WEEK	
Thu 7/11/19	Scriptwriting and feedback/table read (Helen Minghella)	Deadline for submission of portfolio (5pm)
Thu 14/11/19	Advanced Camera and Sound Work. Shooting for the edit	
Thu 21/11/19	Shooting Week	Tutorials available at the normal lecture time Review Rushes
Thu 28/11/19	Shooting Week	Tutorials available at the normal lecture time Review Rushes
Thu 5/12/19	Rough Edit	
Thu 12/12/19	Recap and feedback (Helen Minghella)	
	ASSESSMENT DEADLINES (1 & 2) All assessment components to be submitted by this date	Assessment 1: 5pm 7/11/19 Assessment 2: Noon 13/1/20
	ASSESSMENT FEEDBACK	Assessment 1: 5/12/19 Assessment 2: 10/2/20

Three ideas of a high quality are to be pitched by week 2. The strongest idea will be selected by the panel, and following further pre-production work, green lit by course staff by week 3.

A preview edit will be screened in week 12 to provide an opportunity to receive feedback and make final adjustments before the final submission.

LEVEL 5 ASSESSMENT SPECIFICATION

Module:	Individual Film Production		
Module code:	CAMF5001	Contribution to Overall Module Assessment (%):	40
Lecturer:	HM/MJ	Internal Verifier:	BA
Assignment Title:	Assessment 1: Portfolio	Word count (or equivalent):	2000 eq.
Submission deadline:	5pm, 7th Nov 2019	Return date of provisional marks & written feedback:	5th Dec 2019
Submission method:	The portfolio must be submitted via the provided Assignment Submission space on Moodle. Please ensure documents are correctly formatted and that you confirm their submission. You should also check the submission file size limit of Moodle. Late submission of the assessment will result in a late penalty mark. Penalties for late submission: Up to one week late, maximum mark of 40%. Over one week late, 0%. Only the Extenuating Circumstances Panel may approve a change to submission dates.		
Academic honesty / referencing:	Academic honesty is required. In the main body of your submission you must give credit to authors on whose research and ideas your work is based. Append to your submission a reference list that indicates the books, articles, etc. that you have used, cited or quoted in order to complete this assessment.		

**Module Learning Outcomes
(from module syllabus)**

- use a range of established production techniques to conceive and produce an individual film project;
- effectively demonstrate and communicate film pre-production, production and postproduction processes, using creative techniques and problem-solving approaches.

TASK DESCRIPTION

Assessment 1 (40%): Pre-production Portfolio (to the equivalent of 2000 words)

The portfolio must include:

- treatment
- correctly formatted script (Where appropriate 1st version and revised versions of scripts should be identified and submitted).
- shooting script.
- storyboards (The storyboards should include notes regarding lighting, camera angles and movements, time of day, and location).
- preproduction images such as a moodboard, video reference material, auditions, locations, and cast. Videos must be submitted as an online video playlist.
- Risk Assessments
- Release Forms

Your portfolio must be presented as PDF and submitted via the space provided on Moodle. Work should be page numbered, and fully referenced according to the university's Harvard Referencing Guide. Your module code, assessment number, and student number should be visible.

Written Work-

- The file(s) should be in a folder with the following label structure-
StudentNumber_ModuleCode_AssignmentNumber
(An example would be 180000_ HPMF5001_1)
- Written work must be a PDF compatible document formatted with double line spacing and include references for all externally sourced content you have used (books, images,

websites, films etc) and must conform to the School Reference Guidelines (booklet available separately).

- The PDF must be organised with a contents page.
- In the case of a Celtx document you should export and submit a PDF file
- Folders of mixed file formats can be submitted as an archived Zip file.

GUIDANCE FOR STUDENTS IN THE COMPLETION OF TASKS

NOTE: The guidance offered below is linked to the five generic assessment criteria on the module marking proformer.

A full rubric for the assessment criteria related to this assessment and level of study can be found on the Film and Media Moodle homepage.

1. Engagement with Research

Your work must be informed and supported by scholarly material that is *relevant* to and *focused* on the task(s) set. You should provide evidence that you have accessed an appropriate *range* of sources, which may be academic, governmental and industrial; these sources may include academic journal articles, textbooks, current news articles, organisational documents, and websites. You should consider the *credibility* of your sources; academic journals are normally highly credible sources while websites require careful consideration/selection and should be used sparingly. Any sources you use should be current and up-to-date, mostly published within the last five years or so, though seminal/important works in the field may be older. You must provide *evidence* of your research/own reading throughout your work, using a suitable referencing system, including in-text citations in the main body of your work and a reference list at the end of your work.

Guidance specific to this assessment: *You should demonstrate your knowledge of the equipment and methodologies and the industry context of your work.*

2. Knowledge and Understanding Skills

At level 5, you should be able to demonstrate: sound knowledge and critical understanding of the well-established concepts and principles of the subject area and the way in which those principles have developed; knowledge of the main methods of enquiry in the discipline. *Knowledge* relates to the facts, information and skills you have acquired through your learning. You demonstrate your *understanding* by interpreting the meaning of the facts and information (knowledge). This means that you need to select and include in your work the concepts, techniques, models, theories, etc. appropriate to the task(s) set. You should be able to explain the theories, concepts, etc. meaningfully to show your understanding. Your mark/grade will also depend upon the *extent* to which you demonstrate your knowledge and understanding.

Guidance specific to this assessment: *Your preproduction material should evidence your understanding and engagement with film making production issues and how you have prepared for your shoot.*

3. Cognitive and Intellectual Skills

You should be able to critically analyse information, and propose solutions to problems arising from that analysis, including the critical evaluation of the appropriateness of different approaches to solving problems. Your work must contain evidence of logical, analytical thinking, evaluation and synthesis. For example, to examine and break information down into parts, make inferences, compile, compare and contrast information. This means not just describing what! But also justifying: Why? How? When? Who? Where? At what cost? At all times, you must provide justification/evidence for your arguments and judgements. Evidence that you have reflected upon the ideas of others within the subject area is crucial to you providing a reasoned and informed debate within your work. Furthermore, you should provide evidence that you are able to make sound judgements and convincing arguments using data and concepts, with an understanding of the limits of knowledge, and how this influences analyses and interpretations. Sound, valid conclusions are necessary and must be derived from the content of your work. Where relevant, alternative solutions and recommendations may be proposed.

Guidance specific to this assessment: *Your research and preproduction notes should demonstrate your thought process and how you have implemented new knowledge into your work.*

4. Practical Skills

At level 5, you should be able to use/deploy a range of established techniques within the discipline, and apply underlying concepts and principles outside the context in which they were first studied, including, where appropriate, the application of those principles in an employment context. You should be able to demonstrate how the subject-related concepts and ideas relate to real world situations and/or a particular context. How do they work in practice? You will deploy models, methods, techniques, and/or theories, in that context, to assess current situations, perhaps to formulate plans or solutions to solve problems, or to create artefacts, some of which may be creative. This is likely to involve, for instance, the use of real world artefacts, examples and cases, the application of a model within an organisation and/or benchmarking one theory or organisation against others based on stated criteria. You should show awareness of the limitations of concepts and theories when applied in particular contexts.

Guidance specific to this assessment: *Your work should aspire to industry standards, however, staff are aware you are a professional in training, so your ability to recognise your position on the journey to becoming a professional should be acknowledged. Your work should fully engage with taught and additional techniques appropriate to the task. Particular attention should be paid to specific requirements of running a film shoot and managing a production. Your creative development of the project will also be considered*

5. Transferable Skills for Life and Professional Practice

Your work must provide evidence of the qualities and transferable skills necessary for employment requiring the exercise of personal responsibility and decision-making. This includes demonstrating: professional development to advance existing skills and acquire new competences that will enable you to assume significant responsibility within organisations; that you can initiate and complete tasks and procedures, whether individually and/or collaboratively; that you can use appropriate media to effectively communicate information, arguments and analysis in a variety of forms to specialist and non-specialist audiences; fluency of expression; clarity and effectiveness in presentation and organisation. Work should be coherent and well-structured in presentation and organisation.

Guidance specific to this assessment: Where relevant you should acknowledge skills that you have acquired and how they may be used in other situations such as good research and planning, crew etiquette, punctuality, proof reading, and recognition of standards.

LEVEL 5 ASSESSMENT SPECIFICATION

Module:	Individual Film Production		
Module code:	HPMF5001	Contribution to Overall Module Assessment (%):	60
Lecturer:	HM/MJ	Internal Verifier:	BA
Assignment Title:	Assessment 2: 5-6 min Film	Word count (or equivalent):	3000 eq.
Submission deadline:	Noon, 13th Jan 2020	Return date of provisional marks & written feedback:	10th Feb 2020
Submission method:	The film must be submitted via the provided Assignment Submission space on Moodle as a hyperlinked Word document to a Youtube video. Please ensure the file is correctly formatted (16:9 ratio, 1080p) and that you confirm its submission. You should also check the submission file size limit on Moodle. Late submission of the assessment will result in a late penalty mark. Penalties for late submission: Up to one week late, maximum mark of 40%. Over one week late, 0%. Only the Extenuating Circumstances Panel may approve a change to submission dates.		
Academic honesty / referencing:	Academic honesty is required. In the main body of your submission you must give credit to authors on whose research and ideas your work is based. Append to your submission a reference list that indicates the books, articles, etc. that you have used, cited or quoted in order to complete this assessment.		

**Module Learning Outcomes
(from module syllabus)**

- use a range of established production techniques to conceive and produce an individual film project;
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TASK DESCRIPTION

Assessment 2 (60%): 5-6-minute film (to the equivalent of 3000 words)

Assignment due: Noon, 13th Jan 2020

A 5-6-minute film based on the script developed in the portfolio. The film should incorporate narrative elements, professional audio and video production techniques. The finished film should include titles and credits. You should work in crews, but you must submit your own original film work.

Particular attention should be paid to the quality of your lighting and camera work as poorly lit scenes or unintentionally out of focus shots will not be accepted.

You should use a minimum of two cast members. These must be semi-pro or pro actors, utilising casting service such as Casting Call Pro and performing arts students (others can be recommended). Students should consider the number of locations required in the filming process when conceptualising their ideas, and advice will be given on this at the green lighting stage. Student accommodation will not be considered an acceptable location.

A preview edit will be screened in week 12 to provide an opportunity to receive feedback and make final adjustments before the final submission.

The film's online submission should be accompanied by production stills organised into a PDF.

GUIDANCE FOR STUDENTS IN THE COMPLETION OF TASKS

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A full rubric for the assessment criteria related to this assessment and level of study can be found on the Film and Media Moodle homepage.

1. Engagement with Research

Your work must be informed and supported by scholarly material that is *relevant* to and *focused* on the task(s) set. You should provide evidence that you have accessed an appropriate *range* of sources, which may be academic, governmental and industrial; these sources may include academic journal articles, textbooks, current news articles, organisational documents, and websites. You should consider the *credibility* of your sources; academic journals are normally highly credible sources while websites require careful consideration/selection and should be used sparingly. Any sources you use should be current and up-to-date, mostly published within the last five years or so, though seminal/important works in the field may be older. You must provide *evidence* of your research/own reading throughout your work, using a suitable referencing system, including in-text citations in the main body of your work and a reference list at the end of your work.

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Guidance specific to this assessment: *Where relevant you should acknowledge skills that you have acquired and how they may be used in other situations such as good research and planning, crew etiquette, punctuality, proof reading, and recognition of standards.*

Feedback

Feedback is an essential part of all education and training programmes. It helps learners to maximise their potential at different stages of training, raise their awareness of strengths and areas for improvement, and identify actions to be taken to improve performance.

Feedback can be seen as informal (for example in day-to-day encounters between teachers and students or trainees, between peers or between colleagues) or formal (for example as part of written or clinical assessment). However, there is no sharp dividing line between assessment and teaching in the area of giving feedback on learning. Feedback is part of the overall dialogue or interaction between teacher and learner, not a one-way communication.

During your studies you will therefore receive feedback in many ways, including the following:

- Dialogue between teachers and students in formal classes
- Direct questions and responses from teachers inside and outside formal classes
- Email correspondence between teachers and students
- Interactions between students and teachers using the module message board on Moodle
- Informal comments and responses to pitches and presentations in classes
- Comments and annotations added to written submissions, such as essays and reflective journals
- Formal written feedback in response to assignments recorded on the summative assessment module feedback forms – see the final page of this booklet.

You will have the opportunity to discuss your feedback with your module tutor. Feedback will be returned within 4 weeks of submission.