

DIGITAL VIDEO DESIGN: ICOM 213 001 FALL 2010

Instructor: PC Russett

Office: LB 276 (Northwest side of Letterman Building)

Office Hours: by appointment

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COURSE DESCRIPTION:

Basic knowledge and laboratory work in development of digital video and audio. Introduction to creating digital video productions with digital cameras and computer hardware and software. Aesthetics and techniques of digital video and audio recording and non-linear editing.

Prerequisite: ICOM 101 with a grade of C (2.0) or better.

Open only to digital media minor and certificate students not majoring in telecommunications.

COURSE OBJECTIVES:

- Teach the process of production.
- Allow the student the opportunity to work with state-of-the-art technology, such as digital camcorders, professional lighting systems, and non-linear editing software.
- Provide the student with challenging projects that will encompass different genres, so that he/she will get a taste of what these different types of productions are like.

REQUIRED MATERIALS:

1. FireWire Drive: Each student is required to have access to a personal FireWire hard drive. It is recommended that each student has a personal hard drive in order to capture and transport audio and video files. The drive must meet the following specifications: *Oxford Certified*, have at least 80GB of storage capacity, spin at 7200 RPM, dual FireWire 400 / 800, have 8MB cache, and an external AC power. The hard drive should be formatted for use on Macintosh and PC computers. You can purchase external hard drives from various companies: www.all4dvd.com, www.simpletech.com, and www.lacie.com. You can also find excellent deals at www.newegg.com and www.tigerdirect.com.

2. Media: Each student will be responsible for acquiring video and audio assets. Camcorders that use DVCAM or mini-DV videotape are available through the Media Lab. Should a student wish to use these camcorders, then he/she will need to purchase either DVCAM or mini-DV videotape. DVCAM can only be purchased via a web site or the BSU Bookstore. Mini-DV videotape is available at many local outlets. It is recommended that you purchase Sony-brand videotape for the Sony PD-150 camcorder. You might also be asked to submit projects via DVD-ROM, so make sure you have a few blank DVD-ROMs by the beginning of the semester.

3. Headphones: You will also need a good pair of headphones for monitoring audio during shooting and for editing during post-production. I recommend Sony's MDR-7506. However, any make or model of sufficient quality will do. You can find them at various electronics or music stores (try www.sweetwater.com). I would recommend NOT using earbuds or other low-quality consumer headphones. They can't reproduce all of the extremely low or high sounds that a higher quality set of headphones can.

GRADE SCALE:

A 100 – 94 A- 93.9 – 90 B+ 89.9 – 87 B 86.9 – 84 B- 83.9 – 80 C+ 79.9 – 77
C 76.9 – 74 C- 73.9 – 77 D+ 69.9 – 67 D 66.9 – 64 D- 63.9 – 60 F Below 59.9

ASSIGNMENTS:

I will be using Blackboard Gradebook to post all grades. There will be a total of **1000** points possible for this course:

1) Participation	100 points
2) Quizzes	150
3) Project # 1	150
4) Project # 2	150
5) Final Project	250
6) Final Exam	200

PROJECT # 1: INDIVIDUAL BIOGRAPHY:

Each Student will create a 1-minute autobiographical video, demonstrating initial talent with video production.

PROJECT # 2: NAT SOUND:

Each group (2 students) will create a 1-minute video with no music or voice track, only natural sound. The team must tell the story using only video and natural audio. Grades for this project will be determined by the instructor group-member assessment.

PROJECT # 3: FINAL PROJECT:

Each group (2 students) will create a music video: an original piece of work using a song to tell the story. The song can either be a copyrighted work or an original composition from another artist or yourself. If the song is original, you must have them sign a music release form. Videos will be required to be at least 2:00 in length, with at least 10 edits. Grades for this project will be determined by the instructor and group-member assessment.

Note: Final project will be flexible to interests and desires of students. Students will be permitted to propose a project of their design to the Instructor for potential approval.

SPECIAL NOTE:

This course may evolve or change as we progress through the semester. Each class is unique with unique needs. Assignments and course schedule may change periodically throughout the semester. I'll make every effort possible to inform you of any changes at least 24 hours before the start of the next class.

ATTENDANCE POLICY:

Attendance will be taken at the beginning of each class. You are considered "late" 5 minutes after attendance is called.

No one will be allowed to make up a quiz for an absence unless the absence is due to extreme illness, death of a family member, nuclear Armageddon or another equally devastating world event. No exceptions. A small portion of your grade is *Participation Points*, so if you're not here, you can't participate, which will affect your grade. If you have 3 unexcused absences, you will get a '0' for your participation grade. If you are "late" to 4 classes, you will get a '0' for your participation grade.

Note: A student returning from an unexcused absence is completely on his/her own regarding notes, handouts, or other pertinent class information. I will not distribute materials or discuss class lectures. In addition, no exam or quiz will be administered at a later date, and project due dates will not be extended.

Note: The Digital Media Minor program requires mandatory attendance at three colloquium events. Students will be given an INCOMPLETE in the course if they do not attend all three of these events.

PROJECT DUE DATES: LATE OR MISSED WORK:

The due dates assigned will be non-negotiable. Any project submitted after the due date will not be accepted and will receive a score of zero. One day -- One minute. It won't matter.

ACADEMIC INTEGRITY:

Academic dishonesty will not be tolerated and may result in an "F" grade for the course. University rules and regulations apply.

YOU BREAK IT, YOU BUY IT:

If a student deliberately or negligently breaks a piece of equipment, or if it is stolen due to negligence, the student must pay to repair or replace it. If a piece of equipment is lost, stolen, damaged, or destroyed, and the student is not to blame, then he or she will not be held responsible. It is at the discretion of the professor to determine the cause. Failure to pay restitution will result in an incomplete or failed grade (and most likely a hold on one's Bursar account). In short, treat all equipment, editing bays, and computers with the utmost respect. If you have specific questions about equipment policies, see me or Mary Booher-Sipes in the Teleplex.

DO NOT DOWNLOAD OR INSTALL ANY SOFTWARE ON LAB COMPUTERS:

This is simple. Do not download or install any software on the computers in the labs, whether it's the BC 130 labs, VIA I, or the RB 134 labs. The potential for viruses and technical problems is great.

LEGAL DOCUMENTATION:

There are several legal forms on BlackBoard available to you: *Adult Consent and Release* form, *Interview Release*, *Locations Release*, *Band Performance*, and *Band Performance Under 18*. These forms grant you the right to record various people and locations for your projects. These forms need to be signed by the appropriate people when applicable (you'll find that legal consent documentation is a standard practice in the industry).

A NOTE ON YOUR INTELLECTUAL PROPERTY:

Ball State University and the Department of Telecommunications have the right to use your projects to promote, advertise, and duplicate your projects. It DOES NOT mean that Ball State or the TCOM department owns your projects in any way.

You own your projects.

STATEMENT FOR STUDENTS WITH DISABILITIES:

If you need course adaptations or accommodations because of a disability, if you have emergency medical information to share, or if you need special arrangements in case the building must be evacuated, please make an appointment with your Instructor as soon as possible.

Students requiring accommodations must contact the office of Disabled Student Development -- 765-285-5293.

If some leniency regarding attendance, or additional time for the completion of projects is deemed an appropriate accommodation, you will need to bring your instructor a letter of verification from the office of Disabled Student Development. This cannot however, be viewed as a free pass to miss an unlimited number of class meetings -- nor a scenario that will result in assignments completely void of deadlines.

Guidelines regarding extra time that may be provided for submitting projects and completing assessments will be followed in a strict manner per the recommendations of the office of Disabled Student Development. Please note however, that projects will be assessed using the same criteria for quality and submission methods as laid out within the individual assignment instructions. In other words, the accommodations will be made in an effort to ensure that you have the time and assistance needed to complete the project per the instructions laid out in the class.

In regards to attendance, we once again will follow the recommendations of the office of Disabled Student Development. However, EACH STUDENT WILL BE SUBJECT TO AN ATTENDANCE POLICY. This is non-negotiable, for in the end, you must be present in order to participate and learn.

Considering that our class has only 20 group meetings, and students are permitted only two unexcused absences (with penalties) prior to dismissal from the class with a failing grade, your Instructor will consult the office of Student Disabled Services to determine a specific proportion of classes that may be missed during the semester. For example, this number may be twice the number of combined permissible absences for any reason (illness, disability, family emergency). If that limit is exceeded by a student receiving accommodations, he/she will AUTOMATICALLY RECEIVE A GRADE OF INCOMPLETE for the course.

Please note that no accommodations will be made until a student has provided a letter of verification from the office of Disabled Student Development. In addition, accommodations will not be provided in a retroactive manner. So if needed, please contact their office ASAP and provide the appropriate paperwork to your instructor.