New Course Request

1. School/Division: Informatics
2. Academic Subject Code: NEWM-N
3. Course Number: 253 (must be cleared with University Enrollment Services)
4. Instructor: Asfina Yildiz
5. Course Title: Introduction to Digital Video

Recommended Abbreviation (Optional):

6. First time this course is to be offered (Semester/Year): Fall 2010
7. Credit Hours: Fixed at ________ or Variable from ________ to ________
8. Is this course to be graded S-F (only)? Yes ☑ No ☐
9. Is variable title approval being requested? Yes ☐ No ☑

10. Course description (not to exceed 50 words) for Bulletin publication: P: N202. Introduction to video production techniques for digital media. Hardware, software, and techniques are explored through lecture and projects. All phases of video production are addressed, from pre-production through production to post-production with a focus on the digital media aspects.

11. Lecture Contact Hours: Fixed at ________ or Variable from ________ to ________
12. Non-Lecture Contact Hours: Fixed at ________ or Variable from ________ to ________
13. Estimated enrollment: ________ of which ________ percent are expected to be graduate students.
14. Frequency of scheduling: F/S ☑

15. Justification for new course: Redesign of New Media Curriculum
16. Are the necessary reading materials currently available in the appropriate library? Yes
17. Please append a complete outline of the proposed course, and indicate instructor (if known), textbooks, and other materials.
18. If this course overlaps with existing courses, please explain with which courses it overlaps and whether this overlap is necessary, desirable, or unimportant.
19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of the new course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by:
M. Paul Tanenbaum
Department Chairman/Division Director

Date: 6/30/2004

Approved by:

Date: 7/1/2009

Dean

Date: __________

Chancellor/Vice-President

Date: __________

University Enrollment Services

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.

University Enrollment Services Final—White; Chancellor/Vice-President—Blue; School/Division—Yellow; Department/Division—Pink; University Enrollment Services Advance—White
Introduction to Digital Video

Instructor: Afsina Yildiz
Office: IT 371
Office phone: 317-274-8726
Office hours: TR 1:30-3pm or by appt.
Email: ayildiz@iupui.edu

Course Description
Introduction to video production techniques for digital media. Hardware, software, and technique are explored through lecture and projects. All phases of video production are addressed, from pre-production through production to post-production with a focus on the digital media aspects.

Prerequisite
N202

Supplement to Course Description
This course is intended to teach students the basic fundamentals of digital video production using MiniDV Video equipment. By following basic production techniques you will be able to leave this course with a finished video project and the skills to work on any video project in the future. Students who already have a basic knowledge and skill-level of digital video, may schedule a time with the instructor to propose ways (in writing) to enhance their learning beyond the projects that are assigned throughout the semester.

Required Text:
Title Video Production – Disciplines and Techniques
Author Lynne S.Gross, James C.Foost, Thomas D.Burrows.
Copyright 2004
Publisher McGraw-Hill Humanities/Social Sciences/Languages; 9th edition (June .2004)
ISBN 0073018023

Title The Focal Easy Guide to Final Cut Pro 6 (Focal Easy Guide)
Author Rick Young
Copyright 2007
Publisher Focal Press
ISBN 0240810090

Recommended Text:
Title Sight, Sound, Motion: Applied Media Aesthetics
Author Herbert Zettl
Copyright 2007
Publisher Wadsworth Publishing
ISBN 0495095729

Software (accessible in the editing labs)
- Microsoft Word
- Final Cut Pro
- DVD Studio Pro

Course Objectives:
- To introduce students to the language and technical jargon associated with digital video production.
- To introduce students to the basic operation of video equipment and editing software Final Cut Pro.
• To explain composition basics by analyzing short videos.
• To guide students through all stages of video production including pre-production (storyboarding), production (shooting your video, lighting, audio), and post-production (editing with Final Cut Pro).
• Five short video projects that will be written, shot, and edited by students individually and in groups.

Class supplies:
• Notebook
• 3-4 MiniDV tapes – 60 min tapes.
• Blank CDs and DVDs
• DVD - Rs
• USB memory stick
• External Hard Drive – 100-150 GB minimum (should bring in every class)
• Headphones (Should bring in every class)

Course Outcomes:
Students will be able to:
• Understand the digital video editing process.
• Apply the basic composition elements into their video projects.
• Create a simple shooting script to help organize the video production process.
• Transfer video from camera to computer.
• Create short video projects with titles, transitions and special effects using digital video editing software.
• Understand the important role of lighting and audio in the video production process.
• Critique video and film for effective video shooting techniques.

Team Learning:
N240 uses a concept called TEAM LEARNING. You will be assigned to a team of three (3) to four (4) students, wherein you will collaborate as a group in completing all assigned video projects. Each team will work cooperatively and will submit a team review at the end of each video group project.

The purpose for assigning teams is to enhance your learning by modeling the traditional production structure, standard in the industry. Research has shown that through this method, students can learn more when working in small production groups rather than a large lecture-sized classrooms or working individually. Your ability to work with all your colleagues effectively is often a more important determination of your professional success than any other single factor.

Working in a group will help you communicate clearly, deal with differences in a constructive manner, and learn to be respectful of the opinions, feelings, and ideas of your colleagues. You are expected to show up for all meetings and complete your professional job functions on time and as decided by the team. You are responsible for having all contact information for your teammates, and they must have your current contact information.

Equipment Checkout:
You are required to shoot video and record audio for this class. You should have access to the following:
• Mini DV camcorder
• Microphone
• Cables
• Lights

Instructions for Checking out Equipment:
• Appoint one member of the team responsible for the pick-up and drop-off of the equipment gear (Camera, microphones, cables, and light)
• Do not wait till the last minute to reserve a camera.
• Camera can be checked out for maximum three days with one camera gear per checkout.
• Email Geoff Coryell at gcoryell@iupui.edu or call him at 317-278-7607 for reservations.
• Plan shooting schedules ahead in time to avoid non-availability of the camera gear.
• Review the equipment check-out policies at: http://informatics.iupui.edu/technology/
  And check the available equipment at: http://informatics.iupui.edu/technology/equipment/list.php

Note: In addition, if no one is available in IT 266, you can return to IT 458 or 475.

To obtain after school hours access to the computer labs please visit -
http://informatics.iupui.edu/technology/
Click on Lab Access Form under Quick Links; get the instructor’s signature and submit the form to
Kimberly Melleuck in IT 458 to get your JagTag scanned.

Reading Assignments & Class Discussions:
• Weekly readings will be assigned, as outlined in the weekly schedule.
• You will be expected to come to class prepared for a class or group discussion regarding the
  contents of the reading.
• Your degree of participation in this discussion time will impact your participation grade.

Quizzes/Tests:
• There will be no quizzes.
• There will be a midterm and a final exam based on the weekly lectures and reading materials
• The midterm and final exams are not cumulative.
• There will be no grade change unless there is a proof of mathematical miscalculations.

Projects:
During the semester, six major projects are required to be completed.

1. Project 1- Video Design and Treatment (Program proposal and Treatment- Individual Project)
2. Project 2- Video Diary (Individual Project)
3. Project 3- Group Promo (Individual project)
4. Project 4- Video Design – Video Narrative (individual project)
5. Project 5- Campus Story (Group project)
6. Project 6 – Dramatized/Non-dramatized video. (Group project)

The grading for the projects will cover both the technical and the aesthetic aspects of video production.

All video projects should be turned in on a DVD-R. DVD-R should be in a protective case and have the
following information on it:
• Student/Group’s name
• Date
• Project name
• Class

Other hand-in instructions include:
• Submit all your written projects Via Oncourse.
• You should keep copies of all the materials you submit, I will not return the submitted work and
  paperwork.
• Change in points will be effective upon proof of miscalculation.

Participation:
All students are expected to participate by answering questions and discussing projects during the lecture.
Attendance is mandatory. Genuine reasons like medical concerns will be taken into consideration with proper Doctor’s certificate. Attendance will be taken at the beginning of the class. Any student remaining absent for 4 classes or more will be docked a letter grade. Any student arriving late or leaving early consistently without a valid reason will be docked a letter grade. If you miss a class, it becomes your responsibility to take notes from your classmate.

Grading:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Project 1</td>
<td>5</td>
</tr>
<tr>
<td>Project 2</td>
<td>5</td>
</tr>
<tr>
<td>Project 3</td>
<td>10</td>
</tr>
<tr>
<td>Project 4</td>
<td>10</td>
</tr>
<tr>
<td>Project 5</td>
<td>15</td>
</tr>
<tr>
<td>Project 6</td>
<td>20</td>
</tr>
<tr>
<td>Tests (midterm &amp; final)</td>
<td>25</td>
</tr>
<tr>
<td>Attendance/participation</td>
<td>10</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>

Grading scale:

<table>
<thead>
<tr>
<th>Score Range</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>97 - 100</td>
<td>A+</td>
</tr>
<tr>
<td>93 - 96.99</td>
<td>A</td>
</tr>
<tr>
<td>90 - 92.99</td>
<td>A-</td>
</tr>
<tr>
<td>87 - 89.99</td>
<td>B+</td>
</tr>
<tr>
<td>83 - 86.99</td>
<td>B</td>
</tr>
<tr>
<td>80 - 82.99</td>
<td>B-</td>
</tr>
<tr>
<td>77 - 79.99</td>
<td>C+</td>
</tr>
<tr>
<td>73 - 76.99</td>
<td>C</td>
</tr>
<tr>
<td>70 - 72.99</td>
<td>C-</td>
</tr>
<tr>
<td>67 - 69.99</td>
<td>D+</td>
</tr>
<tr>
<td>63 - 66.99</td>
<td>D</td>
</tr>
<tr>
<td>60 - 62.99</td>
<td>D-</td>
</tr>
</tbody>
</table>

Late work:
Projects should be handed in class on its due date in hardcopy DVD. Penalty of 2 points will be deducted from the overall points on late submissions. There is only one time penalty waiver. No excuse or exceptions after that.

Weekly Schedule and Information
• Following schedule is subject to change at instructor’s discretion.

<table>
<thead>
<tr>
<th>Date</th>
<th>Class topic</th>
<th>Readings for next class</th>
<th>Project Development</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan.12th</td>
<td>Introduction to the course.</td>
<td></td>
<td>Posting Project 1- Video Design and Development. Check Project Details</td>
</tr>
<tr>
<td></td>
<td>• Survey distributed</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Hand-out given for next class.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Forming groups</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jan.19th</td>
<td>Martin Luther King Jr. Holiday No</td>
<td>Chpt.1</td>
<td>• Brainstorm</td>
</tr>
<tr>
<td></td>
<td>class</td>
<td></td>
<td>• Research</td>
</tr>
<tr>
<td>Jan.26th</td>
<td>Lecture- Introduction to video</td>
<td>Chpt. 2 &amp; 3</td>
<td>Write Video Design, content</td>
</tr>
</tbody>
</table>

Introduction to Digital Video N240 Instructor: A. Yildiz
<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
<th>Notes</th>
</tr>
</thead>
</table>
| Feb.2nd  | **Lecture** - Cast, Crew and Production  
- Roles of each Cast and Crew  
- Idea generation and brainstorming  
- Budgeting and Production  
**Lab** - Demonstrating the camera gear. Class dismissed to record their video diary. | Chpt. 4 & 5  
Bring in your video camera and Firewire for the next class.  
Posting Project 2 - Video Diary  
Check Project Details |
| Feb.9th  | **Lecture** - Cameras and Direction.  
- Television Formats  
- Camera Controls  
- Field of View  
- Composition and Directors Responsibility.  
**Lab** - Introduction to Final Cut Pro.  
- Importing and basic editing.  
- Exporting into the movie file.  
Basic overview of iDVD | Chpt. 10 & 11 and handout distributed in class.  
Project 1 due.  
- Video footage should have been shot and be ready for importing from the camera.  
- Basic editing skills learned during the class will be applied to this Project. |
| Feb.16th | **Lecture** - Editing  
- Analog and Digital signals  
- Editing Basics  
- Preparation  
- Editing Aesthetics  
**Lab** - Transitions and effects in Final Cut Pro | Chpt. 7  
Posting Project 3 - Group Promo  
Check Project Details |
| Feb.23rd | **Lecture** - Audio Overview  
- Role of Audio in TV and Films.  
- Microphones and cables  
- Audio editing  
- Principles of Audio Designing.  
**Lab** - Groups meet to plan their Project 3. | Chpt. 8  
- Lab time is allotted for the groups to plan and brainstorm for Project 3. Each group will tape the same promo but edit it individually.  
- Recording needs to be completed. |
| Mar.2nd  | **Project 3 Presentations**  
**Lecture** - Graphics and Sets | Bring 5-6 digital images for the next class.  
Project 3 Due.  
Posting Project 4 - |
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Chapter(s)</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mar. 9th</td>
<td>Midterm Exam</td>
<td>Chpt. 6</td>
<td>Should have a clear idea of the mood.</td>
</tr>
<tr>
<td></td>
<td>Lab</td>
<td></td>
<td>Script or storyboard ready.</td>
</tr>
<tr>
<td>Mar. 16th</td>
<td>Spring Break - No Class</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mar. 23rd</td>
<td>Lecture – Lighting</td>
<td>Chpt. 10 &amp; 12</td>
<td>Video Recording and Editing should be completed.</td>
</tr>
<tr>
<td></td>
<td>Lab</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lighting and Color Correction in Final Cut Pro</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April 30th</td>
<td>Lecture – Field Production Types of Field Production</td>
<td>Chpt. 13</td>
<td>Project 4 Due-</td>
</tr>
<tr>
<td></td>
<td>Lab</td>
<td></td>
<td>Posting Project 5 – Campus Story</td>
</tr>
<tr>
<td></td>
<td>– Project 4 presentations</td>
<td></td>
<td>Check Project Details</td>
</tr>
<tr>
<td>April 6th</td>
<td>Lecture – Video on the Internet</td>
<td></td>
<td>Topi Finalized</td>
</tr>
<tr>
<td></td>
<td>– Interactivity and Dynamic Content</td>
<td></td>
<td>Script Ready</td>
</tr>
<tr>
<td></td>
<td>– Creating video for the internet</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lab</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>– Interviewing in class</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April 13th</td>
<td>Lecture – What makes a great story?</td>
<td></td>
<td>Video must be recorded</td>
</tr>
<tr>
<td></td>
<td>Lab</td>
<td></td>
<td>Complete Editing</td>
</tr>
<tr>
<td></td>
<td>– time utilized for Project 5</td>
<td></td>
<td>today.</td>
</tr>
<tr>
<td>April 20th</td>
<td>Project 5 Presentations</td>
<td></td>
<td>Project 5 due-</td>
</tr>
<tr>
<td></td>
<td>Posting Project 6- Dramatized/ non-dramatized video</td>
<td></td>
<td>Posting Project 6-</td>
</tr>
<tr>
<td></td>
<td>Check Project Details</td>
<td></td>
<td>Non-dramatized video</td>
</tr>
<tr>
<td>April 27th</td>
<td>Lab time – No class</td>
<td></td>
<td>Video Recording completed.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Editing half completed.</td>
</tr>
<tr>
<td>May 4th</td>
<td>Final Exam</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Final Presentations</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**University Policies**

**Academic Dishonesty/Integrity/Plagiarism:**
Using another student's work on a project, assignment, cheating on a test, or any other form of dishonest
will result in a grade of zero, which may result in an F in the course and will be referred to the Dean of
students.

Students may see: http://life.iupui.edu/dos/code/htm

All students in New Media should aspire to high standards of academic honesty. This class encourages
cooperation and exchange of ideas. However, students are expected to do their own work.

Code of Student Rights, Responsibilities and Conduct:
All students are responsible for reading the code of student rights, responsibilities, and conduct of IUPUI.
Students can access www.iupui.edu/code for further information regarding the above points.

Values and Ethics:
Profanity or derogatory comments about or towards the instructor or any member of the class will NOT be
tolerated. Violating this rule will result in a warning and if the offense continues, administrative action will
be taken.
Respect the classroom discipline; any disruption in class will NOT be tolerated.

Disabilities Policy:
In compliance with the American with Disabilities Act (ADA), all qualified students enrolled in this course
are entitled to "reasonable accommodations." Please notify the instructor during the first week of class of
any accommodations needed for this course. Students with learning disabilities must provide written
verification for this policy to be recognized.