

*Download the syllabus in .pdf format in its entirety*

*Please make sure to read the entirety of the syllabus. It contains your must know facts and information about this class, its materials, its procedures, and methods of communication, in addition to methods of evaluation. The below quick links will allow you to navigate to specific sections when you need to.*

# **MST 271: Intro to Media Production**

## **Term: Fall 2022**

<b>Section 01: T/TH 3:30 pm – 5:45 pm</b> <b>Credits: 3</b> <b>Carmichael Room 02</b>	<b>Instructor: Mr. Pitts Office:</b> <b>Carmichael 150A</b> <b>Mailbox: Media Studies 209Brown</b> <b>Office Hours: T/TH Noon - 1:30p &amp; by</b> <b>appointment</b> <b>Email: <a href="mailto:hbpitts@uncg.edu">hbpitts@uncg.edu</a></b>
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**IMPORTANT:** The Course Summary below is a chronological list of assignments to help you keep track of due dates. It does not contain links to course learning materials. Please access the course materials through Modules.

### **Catalog Description:**

Introduction to techniques of media production with emphasis on video capture and editing.

### **Course Philosophy**

This course is designed to help you learn the fundamentals of filmmaking. This involves developing an understanding of production and post-production gear (how to operate and troubleshoot), while also examining specific works to develop a framework for analysis. You will shoot a lot of footage and work on a variety of exercises. You will also collaborate and learn to work together as part of a production team. If we engage at the technical, conceptual, and practical level in the course of one semester, we will have a better understanding by the end of the term.

## Recommended Textbook:

[The Bare Bones Camera Course for Film and Video](#)

By Tom Schroepel and Chuck DeLaney

\* The e-book can be found by searching the title in the Jackson Library catalog.

The Bare Bones Camera Course is the most user-friendly book available on the subject of film and video production; it reduces the shooting experience to its essence, making complicated concepts easy to grasp.

Technology Requirements:

1. Robust internet connection
2. Desktop or Laptop Computer with audio and microphone capabilities
3. Make sure your computer has the Chrome browser.  
*(This browser is the best choice when accessing Canvas)*
4. [Portable tripod](#) (Camcor code:"UNCTRI")
5. Access to video camera
6. [Memory card for camera](#)
7. [External hard drive for backing up work and files](#)
8. [Over the ear headphones](#)
9. Audio recorder with built in mics and XLR cords
10. Auxiliary light kit

## **Student Learning Outcomes:**

Through successful completion of this course, students will learn to:

- Properly operate media production and post production equipment.
- Demonstrate basic competence in acquiring and editing moving image and sound media.
- Apply technical principles to execute a concept with a desired aesthetic.
- Develop a solid theoretical, aesthetic, and technical understanding of film style.

## **EVALUATION METHODS AND GRADING:**

Assignment

Alignment Weekly:

1. Weekly reading assignments
2. Weekly key concept exercises
3. Screenings & Screening Question/Discussion assignments
4. Group Learning Activities & Creative Projects

Periodic:

1. Quizzes and exams

Final exam:

1. Final project.

Grading Break Downs:

Assignments and Discussions=

60% Quizzes=20%

Mid Term=10%

Final Exam=10%

Final Totals:

90%-100% = A

80%- 89% = B

70%- 79% = C

60%- 69% = D

59% and below = F

## **Academic Integrity & Code of Conduct Policy:**

All students are responsible for conducting themselves in a manner that helps enhance an environment of learning in which the rights, dignity, worth, and freedom of each member of the academic community are respected. The full UNC Greensboro Student Code of Conduct can be found at <https://sa.uncg.edu/handbook/student-code-of-conduct/>.

First responsibility for academic integrity lies with individual students and faculty members of the UNC Greensboro community. A violation of academic integrity is an act harmful to all other students, faculty and, ultimately, the entire community. Specific information on the Academic Integrity Policy and obligations of faculty and students may be found online at <http://academicintegrity.uncg.edu>. Names of College and School members of the Academic Integrity Advisory Group may be found online at this site as well as under the link "Academic Integrity at UNC Greensboro/Resources for Faculty." The Administrative Coordinator for Academic Integrity can be reached at 336-334-5514.

## **Accommodations:**

**Health and Wellness:** Your health impacts your learning. Throughout your time in college, you may experience a range of health issues that can cause barriers to your learning. These might include physical ailments, illnesses, strained relationships, anxiety, high levels of stress, alcohol/drug problems, feeling down, or loss of motivation. Student Health Services and The Counseling Center can help with these or other issues you may be experiencing. You can learn about the free, confidential mental health services available on campus by calling 336-334-5874, visiting the website at [Student Health Services](#) or visiting the Anna M. Gove Student Health Center at 107 Gray Drive. Help is always available.

## **Academic Accommodations:**

The University of North Carolina at Greensboro respects and welcomes students of all backgrounds and abilities. If you feel you will encounter any barriers to full participation in this course due to the impact of a disability, please contact the Office of Accessibility Resources and Services (OARS). The OARS staff can meet with you to discuss the barriers you are experiencing and explain the eligibility process for establishing academic accommodations. You can learn more about OARS by visiting their website at [Office of Accessibility Resources and Services](#) or by calling [336-334-544](tel:336-334-544) or visiting them in Suite 215, EUC. I am happy to work with you and OARS to ensure your success.

## **University Writing Center:**

Our University Writing Center offers both in person and on-line consultation. They are located in the Moore Humanities and Research Building, room 3211.

Contact [askthewc@uncg.edu](mailto:askthewc@uncg.edu)

[Link to UNCG Writing Center](#)

## **Use of Course Materials**

All materials on Canvas (all components, including lecture videos, Discussion Board posts, Pages and instructions) are for your educational purposes in this class only and may not be posted online/shared electronically with others outside the class.

## **Support and Wellness**

As an instructor I am a Responsible Employee, which means **I am legally obligated to report incidents of sexual violence or other sexual misconduct if a member of the University community discloses such information to me.**

Below is a range of resources that support various experiences.

What	Contact	Details/Where
UNCG Counseling	336-334-5874	If you'd like some support and somewhere to go with your feelings and thoughts (ranging from a little uncomfortable to upset, confused, distressed, in crisis, and anything in between), contact Counseling to talk in person or online. <a href="https://shs.uncg.edu/cc">https://shs.uncg.edu/cc</a>  Gove Student Health Services Center, 2 <sup>nd</sup> floor, 107 Gray Drive, Greensboro, NC 27412
Violence Response Center (all forms of violence)	336-334-9839	Gove Student Health Services Center, ground floor <a href="https://cvrc.uncg.edu/for-victimssurvivors/">https://cvrc.uncg.edu/for-victimssurvivors/</a>
Title IX (Diversity, Sexual Assault)	336-256-0362	238 Elliott University Center <a href="http://titleix.wp.uncg.edu">http://titleix.wp.uncg.edu</a>
Rape Abuse Incest National Network (RAINN)	800-656-HOPE (4673)	24/7, confidential
Crisis Text Line	"HOME" to 741741	24/7 support for all; free on most carriers message via facebook.com/crisistextline <a href="https://www.crisistextline.org">https://www.crisistextline.org</a>
Trans Lifeline	877-565-8860	24/7 support specifically for trans (and/or transitioning) people <a href="https://www.translifeline.org/">https://www.translifeline.org/</a>
Steve Fund Crisis Text Line	Text "STEVE" to 741741	24/7 support specifically for students of color <a href="https://www.stevfund.org/crisistextline/">https://www.stevfund.org/crisistextline/</a>
National Suicide Prevention Lifeline (24/7 support)	800-273-TALK (8255)	or 800-SUICIDE (800-784-2433)
The Trevor Project (LGBTQ Crisis Support)	866-488-7386	<a href="http://www.thetrevorproject.org">www.thetrevorproject.org</a>
Spartan Open Pantry	Martha's Table (hot, home-cooked dinner) served at SOP on Wednesdays, 6–7 pm  Regular Distribution Hours: Tuesdays and Wednesdays, 5–9 pm	Fellowship hall of College Place UMC at 509 Tate Street <i>From assistance for students who need a little help at the end of the month, to homeless students and families who depend on the pantry for complete support, the SOP assists our neighbors who need a hand.</i>  <a href="https://sa.uncg.edu/sop-spartan-open-pantry/">https://sa.uncg.edu/sop-spartan-open-pantry/</a> <a href="https://wesleyluther.org/sop">https://wesleyluther.org/sop</a>
UNCG Police (Emergency)	336-334-4444	1200 W. Gate City Blvd., Greensboro, NC 27412
UNCG Police (Non-Emergency)	336-334-5963	Anonymous Reporting <a href="http://police.uncg.edu/OnlineServices/Reports/">http://police.uncg.edu/OnlineServices/Reports/</a>
UNCG Office of Accessibility Resources & Services (OARS)	336-334-5440	<a href="https://ods.uncg.edu/student-services/">https://ods.uncg.edu/student-services/</a> Suite 215 Elliot University Center

## UNCG Covid-19 Statement

As we return for Fall 2022, all students, faculty, and staff and all visitors to campus are required to uphold UNCG's culture of care by actively engaging in behaviors that limit the spread of COVID-19. While face-coverings are optional in most areas on campus, individuals are encouraged to wear masks. All individuals and visitors to campus are asked to follow the following actions:

- Engaging in proper hand-washing hygiene.
- Self-monitoring for symptoms of COVID-19.
- Staying home when ill.
- Complying with directions from health care providers or public health officials to quarantine or isolate if ill or exposed to someone who is ill.
- Completing a [self-report](#) when experiencing COVID-19 symptoms, testing positive for COVID-19, or being identified as a close contact of someone who has tested positive.
- Staying informed about the University's policies and announcements via the [COVID-19](#) website.

Students who are ill, quarantining, or isolating should not attend in-person class meetings, but should instead contact their instructor(s) so alternative arrangements for learning and the submission of assignments can be made where possible.

As we continue to manage COVID-19 on our campus, we are following the lead of the local health department and we will adjust our plans to balance student success, instructional requirements, and the hallmarks of the collegiate experience with the safety and wellbeing of our campus community.

### [Fall 2022 Parts of Term](#)



#### Fall 2022 Parts of Term

Part of Term	Start Date	Last Day to Drop/Add	Begin W	Mid-term Grades Due	Last day to withdraw w/out academic penalty	Begin WF	End Date	Last Day of Exams	Final Grades Due
POT 1 Standard 15 weeks	16-Aug-22	22-Aug-22	23-Aug-22	23-Sept-22	07-Oct-22	08-Oct-22	30-Nov-22	08-Dec-22	10-Dec-22 (10:00 p.m.)
POT A First Half (7.5 weeks, 37 days)	16-Aug-22	22-Aug-22	23-Aug-22	N/A	12-Sept-22	13-Sept-22	06-Oct-22	06-Oct-22	10-Oct-22 (5:00 p.m.)
POT B Second Half (7.5 weeks, 37 days)	07-Oct-22	13-Oct-22	14-Oct-22	N/A	07-Nov-22	08-Nov-22	02-Dec-22	02-Dec-22	06-Dec-22 (5:00 p.m.)
POT L Interlink I	18-Aug-22	N/A	N/A	N/A	N/A	N/A	26-Sept-22	N/A	N/A
POT M Interlink II	28-Sept-22	N/A	N/A	N/A	N/A	N/A	03-Nov-22	N/A	N/A
POT N Interlink III	07-Nov-22	N/A	N/A	N/A	N/A	N/A	16-Dec-22	N/A	Interlink Website

[Link to Fall 2022 ACADEMIC CALENDAR](#)

## COURSE SCHEDULE

<b>Week &amp; Date</b>	<b>Module</b>	<b>Overview</b>
Week 1: 08/16/2022	Module 1	1 <sup>st</sup> week of class!
Week 2: 08/22/22	Module 2	<b>Last day Drop/Add Aug 22nd</b>
Week 3: 08/29/22	Module 3	
Week 4: 09/05/22	Module 4	<b>Labor Day Sep 5th</b>
Week 5: 09/12/22	Module 5	
Week 6: 09/19/22	Module 6	<b>Mid Terms</b>
Week 7: 09/26/22	Module 7	
Week 8: 10/03/22	Module 8	<b>Last Day to Withdraw Oct 7th</b>
Week 9 10/10/22	Module 9	<b>FALL BREAK Oct 7-12th</b>
Week 10: 10/17/22	Module 10	
Week 11: 10/24/22	Module 11	
Week 12: 10/31/22	Module 12	
Week 13: 11/07/22	Module 13	
Week 14: 11/14/22	Module 14	
Week 15: 11/21/22	Module 15	<b>Thanksgiving Nov 22nd-27th</b>
Week 16: 11/28/22	Module 16	
Exam Week 12/02/22—12/05/22		<a href="#"><u>Link to Fall 2022 Exam Schedule</u></a>

*\*Course schedule is subject to change based on the needs of the class.*