Documentary Production I/Capstone- BC 601

BC 601 | SPRING 2019 | 2-3:30 PM MWF | 275 MCC
Instructor: Bradley Weaver, Westminster College
408 TCH | Office Hours R 12:40-1:40 PM | Cell & text (724) 316-9618 | weaverbl@westminster.edu

BC 601, Course Description: The Documentary Production course operates across spring and fall semesters. The whole course requires the student to prepare a broadcast portfolio, which includes a non-fiction, digital video project of professional quality. Students will present the completed projects in the fall semester to department majors, faculty, broadcast professionals, invited guests and the campus community. In addition, the class will explore a variety of topics and discuss current broadcast and media production issues.

THE DOCUMENTARY PROJECT- Each student will produce a single-camera digital documentary. The completed video should be at least 10 minutes long and ethically present an informative, entertainment or persuasive story appropriate to the focus of the project that connects with the service learning mission of Westminster College. Examples include a biographical or historical account: an informational project on a vital community organization or institution; a nature appreciation piece; or a persuasive documentary presenting a perspective regarding an issue of moral or social justice. Regardless of the type of documentary you choose, it must to contain the following elements:

✓ A complete story that originates from a script.
✓ Demonstrate your style and voice as a storyteller.
✓ Demonstrate you are a beginning expert on your topic.
✓ Demonstrate your skill with interviewing, videography, and editing (this includes sound mixing, etc.).
✓ A perspective (first-person narrator, third-person narrator, etc.).
✓ Personal & expert interviews, reflections, analysis, opinions & conclusions
✓ Use of original music (or approved royalty-free music)
✓ Use of original or approved quality-designed on-screen graphics (including titles, credits, etc.)

Required course text, supplies, etc.

✓ Quality headphones for reviewing audio and video materials during class. Bring headphones with you to each class. I encourage you to use headphones and not earbuds.
✓ MS Office- You can download MS Office for free through LIS. You will use MS Word for all documents in this class.
✓ LaCie 1TB Rugged Mini Portable Hard Drive with Thunderbolt ports compatible with Mac. The THUNDERBOLT is key. It allows you to edit in real time on a Mac from your HD.
✓ Full access to Canon Rebel 5Ti Camera, multiple compatible SD (class 10) cards, and backup batteries.

Course outcomes- By the end of this course you will be able to:

✓ Research and craft an effective, executable treatment & proposal for a significant video project.
✓ Analyze and integrate Westminster’s service learning mission into your documentary project.
✓ Synthesize research elements for your documentary.
✓ Construct a viable plan and outline for a documentary.
✓ Assess documentaries for quality of content, production values and storytelling.
✓ Demonstrate a beginner-level expertise about your project.
✓ Transfer pre-production efforts into the production phase of the documentary process.
✓ Defend your proposed project as an academic endeavor worthy of competing and presenting to an audience.
Program Outcomes - The BC 111 course outcomes extend from the following Broadcasting and Media Production programs: The following programs outcomes directly connect to course outcomes and assessments:

- Utilize polished skills in broadcast and digital media writing, interviewing, and digital media production that meet best practices established by the industry.
- Understand, integrate and appraise the ethical frameworks and legal constraints for media professionals.
- Create and produce independently and with others original media content on digital and high definition platforms under hard deadlines serving the community with programming, information and entertainment.
- Apply the language, aesthetic qualities, production values and media literacy skills to create a content critical review and portfolio development.
- Understand and utilize current technologies, techniques, theories, and best practices in both the production of media content and the critical review of it.

Course and program outcomes are assessed through the assignments and stages of research, pre-production, production and post-production. The completed documentary and review process serves as a major component to program assessment.

Attendance policy - As your instructor I want you to do well in this class. One way to make sure this happens is to attend all classes and actively participate.

However, any class you miss is your responsibility, regardless of the situation. This includes bereavement, family emergencies, illness or injuries, or if you are out of town. I do not need to know the situation. Don’t offer me an excuse. It’s your business, not mine. I will not provide you with notes, handouts or other materials. It’s your responsibilities to get copies of such materials from peers or use D2L, etc.

Missing class is your responsibility as a professional to manage. Do not seek me out to arrange making up assignments or quizzes or in-class assignments. I will not accommodate your request. You will receive a loss on those specific grades regardless.

There are two exceptions to this policy. The first is a class required field trip or event approved by faculty. You are also required to inform me at least a week in advance. The second is any student athletic competitions approved by the Athletic Department.

Disability accommodations - Students with disabilities who require special accommodations to meet course requirements should contact me by January 27, 2017. Please see me by that date so we can make any arrangements. Westminster College actively strives for the full inclusion of all our students. Students with disabilities who require access solutions for environmental or curricular barriers should contact the Disability Resources Office.

Communication - E-mail is a requirement for this class. You must read my e-mails daily if not more often and respond accordingly. This is how I communicate with you and the REQUIRED method approved by the College. Your Westminster account will serve you well. You will also need to consult with D2L continuously (that means at least daily) for access to online quizzes, assignments, grades, etc. You should have your e-mail interfaced with your smartphone so you can receive and respond to e-mails from me in a timely manner.

Smartphone/Technology policy - Keep your cell phones off during class. No texting during class. No social media engagement during class on desktop computers, etc. If you’re logged onto one of the classroom Macs, then you should be working on an assignment for this class and this class only. Keep your phone stowed in your pocket, purse, backpack, etc. Put it away. Turn it off.
Meeting and beating deadlines: Course assignments and projects will have hard deadlines. If you miss any deadline, I will score your assignment with a zero. No exceptions.

Academic Integrity Requirement (CODE OF ETHICAL, PROFESSIONAL BEHAVIOR): It is your responsibility to be familiar with Westminster’s academic integrity policies. All your work must be genuine, original and properly credited. This means that academic dishonesty will not be tolerated. Students who I determine are engaged in academic dishonesty will fail this class. For scholars, researchers and professionals in media and communications it is paramount to foster a reputation above reproach when it comes to fairness, honesty and integrity. This ethical reputation is the foundations of credibility in the field, and students in this class must meet the highest ethical standards. If you engage in academic dishonesty, misrepresent yourself or situations, falsify or fabricate information, you will receive an “F” for the course. The matter will be sent to the Academic Dean’s office for further action. Academic dishonesty includes, but is not limited to:

✓ Fabricating, falsifying, or misrepresenting interviews, video, audio, air checks, live reports, etc.
✓ Misrepresentation of audio, video or printed materials. Often students will attempt to double-dip, or use work created and submitted in other courses. This is dishonest. You will fail the class if you submit work previously created for another project or class. Furthermore, passing off work you have created for this course to another course is also cheating and will result in a report from me to the instructor, the Division Chair and Academic Dean.
✓ Violating LIS equipment policies by using deception or misrepresentation; abuse or neglect of equipment; theft or other breaches that impede other student work or access to equipment.
✓ Failure to credit cast and crew for work and assistance of audio and video projects
✓ Failure to cite/credit original sources in written works or in presentations
✓ Plagiarism
✓ Collusion with others to mislead, misrepresent, or deceive the instructor
✓ Providing false or misleading information to receive a postponement or an extension on assignments and deadlines
✓ Any act designed to give an unfair advantage to any student or the attempt to commit such acts.

Managing your documents and files-- Naming, saving & submitting written assignments-- Writing scripts, proposals, treatments, reflections and other documents require good grammar and spelling practices. You will also apply best naming practices for such documents for sharing with the instructor via e-mail or D2L. To make sure your work is graded in a timely manner, you must submit scripts electronically as instructed. I only accept MS Word document files with names that include the assignment slug and your last name. Failure to name assignment documents properly will result in a 0 score for that script. Examples of proper script labeling:

✓ EscapedOstrichesScript_Haybarger.doc
✓ WitchesNightOutANCHORINTRO_Haybarger.doc
✓ JamesonHospitalMergerPACKAGEscript_Haybarger.doc
✓ DancingWithMyDreamTREATMENT_Haybarger.doc
✓ CapstoneReflection_Haybarger.doc

If you’re submitting audio or video files, apply the same protocol with the format the instructor will identify at the time of the assignment.

✓ EscapedOstrichBite_Haybarger.MP3
✓ WitchesNightOutPackage_Haybarger.MP4
✓ JamesonHospitalMerger_Haybarger.MP2
✓ DancingwithMyDream_Haybarger.wav VideoPodcastCapstoneReflection_Haybarger.mov
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<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>94-100</td>
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<tr>
<td>A-</td>
<td>90-93</td>
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<tr>
<td>B+</td>
<td>87-89</td>
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<td>83-86</td>
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<td>80-83</td>
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**Course Requirements (Assessment)**

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<tr>
<td>In-class Participation/Assignments</td>
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<tr>
<td>Preliminary Interviews (video/audio)</td>
<td>15</td>
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<tr>
<td>Research &amp; Pre-production Documents</td>
<td>15</td>
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<tr>
<td>B-roll &amp; other production elements</td>
<td>15</td>
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<tr>
<td>URAC Participation/Presentation</td>
<td>15</td>
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<tr>
<td>Consultant Recruitment</td>
<td>10</td>
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<tr>
<td>Documentary Pitch:100</td>
<td>20</td>
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**Course Outline** - subject to change to meet unexpected challenges, technical difficulties, etc.

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<tr>
<th>Period</th>
<th>Tasks</th>
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<tr>
<td>Jan/Feb</td>
<td>Topic research; concept statement &amp; video; goals; service learning and civic engagement statements; annotated bibliography; URC submission (March 3 deadline).</td>
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<td>March</td>
<td>Treatment; proposal elements; story outline; interview and b-roll elements; production plan; URAC funding; trailer rough cut. Spring Break: March 13-17.</td>
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<td>April-May</td>
<td>Treatment draft; proposal draft; b-roll elements; music; graphics for titles and credits; trailer; URAC: April 26. Proposal Deadline: May 6 Panel Presentation: May 6</td>
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