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# CMS 2420 - Intro. to Field Production

## “Filmmaking in South Korea”

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**Intro. to Field Production**  
**CMS - 2420, (CRN 50265)**  
**Maymester 2016/3.0 credit hours**  
South Korea, May 5th-21st



Instructor: [Jonathan M. Harris, MFA](#)

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[Course Website \(GeorgiaView\)](#)

[Instructor Website](#)

### **Office Hours:**

By appointment throughout.

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You can access our course in GeorgiaView by clicking on the link above or by scanning the QR code here using your mobile phone.

Don't know what your username and password are? [Click here.](#)

### **Communication**

Please feel free to e-mail questions, concerns, ideas or just to check in whenever you like. I will try to respond during the week within 24 hours. I may not respond during the weekend but rest assured, I will get back with you during the week. Please include information about

which class you are in when e-mailing, thanks! Also, please be aware that all students and faculty are expected to use the official CSU e-mail system for security reasons and to abide by federal regulations. During office hours I will also be available on GeorgiaView via chat and during on-ground office hours via phone.

## **Textbook**

Loch Shop [textbook available here.](#)

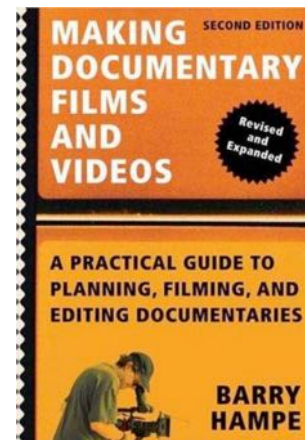
Hampe, Barry. Making Documentary Films and Videos. ISBN 0-8050-8181-X

## **Catalog Description**

This course offers students an additional experiential-learning opportunity. The course involves supervised work in advanced media production related to the career interests or goals of the individual student.

## **Course Prerequisites and Co-requisites:**

Prerequisite: CMS majors only and CMS program permission.



## Course Objectives/Learning Outcomes

CMS 3903 is an elective course in the Communication and Media Studies program:

### Course Outcomes:

1. An understanding of the contemporary and historical role of documentary as a communication vehicle
2. Initial mastery of all techniques necessary for planning, shooting short documentaries in South Korea
3. An understanding of the role of the producer in documentary production
4. Proficiency with cameras and editing software used in the course
5. Two projects suitable for a student portfolio or demo reel

### Program Outcomes

The following link provides the Communication and Media Studies learning outcomes:

<http://www.clayton.edu/vpa/cms/programoverview>

This course provides support for the following CMS learning outcome:

“Apply media aesthetics to the production of communication vehicles using appropriate technologies”

### Course Format

Face to face discussion, lecture, and hands-on operation of hardware and software.

## Major Student Activities:

- Reading and thoughtfully reflecting on class reading/viewing assignments
- Creating proposals, treatments, storyboards and scripts
- Planning, shooting, and editing projects
- Answering and asking questions during class and participating actively in discussions, critiques, and workshops
- Taking quizzes and examinations
- Watching documentaries online when assigned

## Course Assignments/Assessments

Please check D2I for a complete list of assignments and assessments for the course. In general, students can expect the following:

-**Quizzes** over the reading/lecture due each Sunday night by 11:59p.m. The first quiz will be due on Sunday, August 18th by 11:59p.m. so let's get started! :-)

-**Short Documentary projects**

-**Weekly production assignments** (treatments, storyboards, proposals, etc.)

## Grade breakdown

Documentary Project	70%
Video diary (10, 2-5 minute videos)	15%
Attendance and Participation	15%
<b>TOTAL</b>	<b>100%</b>

## Grading Scale:

<b>A</b>	900 - 1000 points
<b>B</b>	800-899 points
<b>C</b>	700-799 points
<b>D</b>	600-699 points
<b>F</b>	Below 600 points

## Mid-term Progress Report:

The mid-term grade in this course, which will be issued reflects approximately 30% of the entire course grade. Based on this grade, students may choose to withdraw from the course and receive a grade of "W." Students pursuing this option must fill out an official withdrawal form, available in the Office of the Registrar, or withdraw on-line using the Swan by mid-term, which occurs on March 1. [Instructions for withdrawing are provided at this link.](#)

**The last day to withdraw without academic accountability is posted online.**

## Late Work

Late assignments will be penalized with point deductions determined by the instructor but will not exceed 10 points penalty per day.

## Grades and turnaround time for assignments

Please be patient. I know you will work hard on the assignments in this course. Please know that I will be diligent in returning graded assignments as quickly as possible. This usually translates into a week after the deadline date. It may be quicker sometimes and at times it may take a bit longer. Quizzes will be auto-graded by D2L so that you have feedback more quickly on how you're doing. Whenever possible, peer reviews of work offer another avenue for timely feedback.

## Computer/Technology/Materials Requirements

You are required to have ready access throughout the semester to a notebook computer that meets faculty-approved hardware and software requirements for your academic program. For further information on CSU's Official Notebook Computer Policy, please go to <http://itpchoice.clayton.edu/policy.htm> You must have a stable internet connection which is available to you frequently in order to access the course and keep up with assignments. Please see an exhaustive list of [technology requirements here](#).

**In-class Use of Student Notebook Computers:** Student notebook computers will not be used during class sessions in the classroom in this course. Computers will also be required to access course materials and to communicate with your instructor.

## Required Skills

Students enrolled in this course should possess the following technology skills:

- The ability to access information via the Internet
- The ability to use GeorgiaView (WebCT/LMS) and associated tools, including discussion boards, chat rooms, online testing and assignment submission features
- The ability to use word processing software and to save in alternate formats
- The ability to send, receive and include attachments using email
- The ability to demonstrate netiquette (appropriate online conduct)

## Software

The following software is required in order to view course content and to participate in planned course activities. If you do not have this software currently loaded on your computer or are unsure, you can download the

Adobe Reader	
Flash Player	

software for free by clicking on the following links:

## Technical Support

[HUB URL](http://thehub.clayton.edu/index.php?nav=hub_services) ([http://thehub.clayton.edu/index.php?nav=hub\\_services](http://thehub.clayton.edu/index.php?nav=hub_services))

## Etiquette Requirements

Cell phone/mobile use is not permitted, period, unless we're using them for coursework. The instructor will silence his cell phone and will refrain from checking it during class time. Please accord the instructor and your classmates the same courtesy. Student attendance/participation score will be reduced if cell phones are used during class time for any reason unless the instructor is consulted beforehand (you are waiting for a call for a job interview, etc.) Computers in M144 should be used for coursework only, not for the viewing of videos, Facebook chats

etc. As an added incentive, consider that you are losing money and more importantly, knowledge/information everytime you allow yourself to get distracted during class time.

### **Attendance points**

Each student will receive 1 point for each day they are on time and in their seat when class begins and remain the entire class period. If arriving after the start time for the course, students will receive .5 points until 15 minutes into class at which time they will receive 0 points for the day. This score may be reduced if students ignore other rules of etiquette for the class. Any student who fails to attend the first two class sessions or complete a scheduled assignment during the first week of class will be reported as a “No Show”.

### **Course Attendance Policy**

Students are expected to attend all classes, and to access the online course materials and participate in the required discussions, activities and assignments. Students are expected to be on time for class and to stay for the duration of the class.

**Late students should enter silently and without disruption.**

Students should focus during class time on the material presented by the instructor and by other students. Students may receive a zero for attendance and participation if they do not attend and actively engage in the class that day.



## Online Etiquette (Netiquette)

Discussion, chat, and e-mail spaces within this course are for class purposes only, unless otherwise stated. Please remember to conduct yourself collegially and professionally. Unlike in the classroom setting, what you say in the online environment is documented and not easily erased or forgotten.

The following guidelines apply:

- Avoid using ALL CAPS, sarcasm, and language that could come across as strong or offensive.
- Use proper punctuation, grammar and be sure to edit your contribution before posting.
- Keep chat comments brief and to the point.
- E-mail should only be used for messages pertaining to the course. Please refrain from sending forwards, jokes, etc. within e-mail.

## General Policy

Students must abide by policies in the Clayton State University Student Handbook, and the Basic Undergraduate Student Responsibilities.

## University Attendance Policy

Students are expected to attend, log in, and actively participate as part of their learning in the course. Instructors establish specific policies relating to absences in their courses and communicate these

policies to the students through the course syllabi. Individual instructors, based upon the nature of the course, determine what effect excused and unexcused absences have in determining grades and upon students' ability to remain enrolled in their courses. The university reserves the right to determine that excessive absences, whether justified or not, are sufficient cause for institutional withdrawals or failing grades.

### **Course Attendance Policy**

Students are expected to attend every course and to access the online course materials and participate in the required activities and assignments. Any student who fails to complete a scheduled assignment during the first two weeks of class will be reported to as a "No Show". Please be sure to take the quiz the first week!

### **Disabilities**

Students with disabilities who require reasonable accommodations need to register with Disability Services in order to obtain their accommodations. You can contact them at 678-466-5445 or [disabilityservices@clayton.edu](mailto:disabilityservices@clayton.edu). If you are already registered with Disability Services and are seeking accommodations for this course, please make an appointment with me to discuss your specific accommodation needs and give me your accommodations letter.

### **Academic Dishonesty**

Any type of activity that is considered dishonest by reasonable standards may constitute academic misconduct. The most common forms of academic misconduct are cheating and plagiarism. All instances of academic dishonesty will result in a grade of zero for the work involved. All instances of academic dishonesty will be reported to the Office of Student Life/Judicial Affairs.

### **Student Code of Conduct**

Behavior that disrupts the teaching–learning process during class activities will not be tolerated. While a variety of behaviors can be disruptive in a classroom setting, more serious examples include belligerent, abusive, profane, and/or threatening behavior. A student who fails to respond to reasonable faculty direction regarding online behavior and/or behavior while participating in online course activities may be dismissed from class. A more detailed description the Student Code of Conduct can be found at <http://adminservices.clayton.edu/studentconduct/>

### **Operation Study**

At Clayton State University, we expect and support high motivation and academic achievement. Look for Operation Study activities and programs this semester that are designed to enhance your academic success such as study sessions, study breaks, workshops, and

opportunities to earn Study Bucks (for use in the University Bookstore) and other items.

Prior to Departure:

1. Basic understanding of film/video design - production
2. Initial mastery of essential production equipment (cameras, microphones, lights)
3. Immersion in Korean film history and culture
4. Basics of effective collaboration

In Seoul, Daejeon and surrounding area:

1. Introductions to filmmaking in South Korea - film industry and techniques
2. Hands on work in studio in Daejeon, making initial projects with Korean students
3. Off-site field production work in the area around Daejeon, working with Korean students to shoot and produce work.
4. Visits to Korean film industry sites

Return:

1. Complete editing of all film projects
2. Review via web conference with Daejeon students
3. Course reflection



