



## VIDEO/FILM SYLLABUS

**INSTRUCTOR:** Andrew Norbeck  
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Video/Film is an Envision Cinema class that explores many aspects of video, television, and film production. Students in this class will learn to create original works and apply principles of art and technology to the genres of short narrative films, documentaries, television news, commercials, and other forms of new media content. In addition, students will also learn industry-standard software programs such as Adobe Premiere Pro. Finally, students in this class will analyze and critique their projects as well as professional films, videos, and television shows.

Instruction and activities include a balance of classroom study and practical work experiences. Technology is used to support content delivery to match students' learning styles, experiences, and skills. In addition to acquiring specific content skills, students learn to manage resources, work cooperatively, organize and apply information, understand systems, and apply appropriate technology through problem-solving activities.

Students must meet all course expectations listed below and comply with all school-wide rules. Students are held to a very high level of standards, including performance, participation, public relations, and ethics. All students will be accommodated to meet their needs.

### COURSE EXPECTATIONS

#### *Be Respectful*

- Have a positive attitude
- No food or drink in classroom, lab areas, or on video/film location assignments
- Cell phones or other electronic devices must be used only for course-related activity (i.e. taking photos for an assignment)
- Be polite and courteous, especially when on location shoots (a location agreement form must be approved before leaving the classroom)

#### *Be Responsible*

- Participate and stay on task
- Notify the teacher any time you leave the room for any reason
- Arrive on time and meet deadlines (see school-wide tardy policy and course make-up policies below)
- Use computers for approved purposes only (you must have a signed district Acceptable Use Policy on file on campus to have access to the computer lab)
- All equipment must be handled carefully and signed out using classroom checkout procedures; report equipment problems

### *Be Resourceful*

- Come to class prepared with all materials needed to work (you are encouraged to provide your own headphones for computer use, though it's not required)
- Create a system for sharing materials with group members (i.e. Google Drive, in-class file/folder for paperwork is provided)
- Be adaptive and stay productive if you have an obstacle during a project
- Help others with minor production problems

## **COURSE GRADING**

Your grade will be determined solely on a point scale. Your final letter grade will be determined by the percentage of total possible points you have received throughout the quarter/term on all work. Please note: no extra credit is offered. Letter grades will be assigned to total point percentages as follows:

- A** = 89.5% - 100%
- B** = 79.5 % – 89.4 %
- C** = 69.5%- 79.4%
- D** = 59.5% - 69.4%
- F** = 0% - 59.4%

Video projects will be evaluated based on the following criteria:

### **VIDEO/AUDIO QUALITY**

Composition & Lighting, Adequate B-Roll/Coverage, Shot Variety, Clear Audio

### **EDITING & PACING**

Smooth edits, Minimal or no distractions (like jump cuts), Uses best footage, Good energy and stays interesting, Adequate changes made based on feedback

### **STORY CLARITY**

Makes sense and has clear message, Highlights the most relevant information, Appropriate handling of subject matter

### **CREATIVITY/ENTERTAINMENT VALUE**

Enjoyable to watch, Original ideas, Willingness to try new approach, Not overdoing same format; Creativity extends to all areas of production including topic choice, development, script writing, set design, location choice, casting, directing, editing, graphics

**Group Work / Individual Effort** — Daily participation will be factored into individual grades. Much of the work completed in the Envision Cinema classes is produced in groups to help prepare students for real world collaborative work in the television and film industry. Students are required to be involved in ALL aspects of group projects, from start to finish. Students can individually lose points based on the following categories:

- Time Off Task (working on non-project related work, playing games/cell phone use)
- Unprepared (didn't bring materials, delays group by not having materials)
- Group Interference (distraction to group work being completed)
- Attendance (unexcused days missed from group project)

Students will receive a verbal warning if in danger of losing points and will be notified in writing if points have been lost.

## **ATTENDANCE, TARDIES, MAKEUP WORK**

Canyon Crest Academy has a strict policy on attendance and tardies which will be upheld in this classroom. Details can be found at <http://cc.sduhsd.net/Key-Info/Attendance/index.html>.

In regard to **tardies**, the policy exists as follows:

1st offense - Verbal Warning

2nd offense - Teacher Contacts Parent

3rd offense - Teacher Refers Student to Saturday School

4th offense - Teacher Refers Student to the Assistant Principal

For all **absences**, it is the student's responsibility to discuss what will be missed with the teacher to find out if any assignments need to be completed.

\*Students have three school days to submit any make-up work after an excused absence.

In addition, absent students during group assignments must make arrangements with team members to ensure all necessary information and materials are available for group work to continue with minimal disruption. This includes any paperwork, information regarding scheduled interviews or scheduled actors, video footage on SD cards or hard drives, access to project files, and any other resources affecting the production process. Failure to make arrangements—regardless of the reason for absence—may negatively impact a student's individual grade and the overall quality of an assignment. If a student misses too much classroom time they could be removed from a group project and assigned an equally weighted individual written assignment.

## **PRIMARY ASSIGNMENTS**

### **Video/Film Projects**

Students will be guided through a number of group and individual video/film projects, which will provide exposure to some of the major techniques needed to work in the film industry. These projects may include, but are not limited to, short documentaries, how-to videos, commercials, PSAs, music videos, narratives, and news broadcasts.

### **Written Critiques**

Written critiques will be assigned based on in-class film screenings as well as student film presentations.

### **Midterm / Final**

A project or test will be completed on the school designated midterm and final exam days. You must be in class to receive credit on the scheduled date or notify the teacher five days before your absence.

### **Additional Assignments**

Additional assignments may be discussed with students and added throughout the semester. A calendar with specific due dates for upcoming assignments will be posted on the teachers classroom website and shared with the students.

## **SDUHSD ACADEMIC HONESTY POLICY**

Honest behavior is an expectation for all students in the San Dieguito Union High School District. The purpose of this regulation is to create and maintain an ethical academic atmosphere.

Specific types of academic dishonesty, which will not be tolerated, are defined below:

- Cheating on Tests - Any intentional giving of or use of external assistance relating to an examination, test, or quiz without express permission of the teacher. This includes looking at another student's paper, sharing answers, or copying another student's paper.
- Fabrication - any intentional falsification or invention of data, citation, or other authority in an academic exercise.
- Unauthorized Collaboration - While collaboration is often encouraged, unauthorized collaboration is not permitted.
- Plagiarism - Any intentional representation of another's ideas, words, or works as one's own. Plagiarism includes the misuse of published material, electronic material, and/or the work of other students. The original writer who intentionally shares his/her paper for another to copy, without the permission of the teacher, is also engaged in plagiarism.
- Alteration of Materials - Any intentional and unauthorized alteration of student, teacher, or library materials.
- Forgery - any unauthorized signing of another person's name to school related documents.
- Theft - any theft of materials.
- Transfer of Unauthorized Materials - any giving or selling of unauthorized materials.

Any alleged violation of this policy will be investigated thoroughly and appropriate disciplinary measures will be taken consistent with Board policy

**PLEASE PRINT THE FOLLOWING PAGE, COMPLETE SIGNATURES, AND RETURN IT BY THE FIRST FRIDAY OF THE SEMESTER**



### **VIDEO/FILM COURSE GOALS**

The Video/Film course is designed to be an exciting introduction to the television, video, film, and communications industries. Students will also learn vital career skills that apply to all work environments, i.e. public relations, teamwork, time management, problem solving. The expectations outlined in this course syllabus are a guide to help create a safe, productive, and creative environment for all students. Feel free to contact me at any time if you have any questions throughout the year.

Please turn this sheet in with the signed student and parent agreements by the **first Friday of the semester**. I look forward to having a fun and productive semester in the Video/Film classes.

Sincerely,

Andrew Norbeck  
Envision Cinema Coordinator  
Canyon Crest Academy  
andrew.norbeck@sduhsd.net  
[envisioncinema.com](http://envisioncinema.com)

### **Student Agreement**

By signing the following, you are agreeing that you have read and understand all before stated classroom guidelines and policies, and also that you will behave accordingly while in the Video/Film class.

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Your Name

Your Signature

Date

### **Parent Agreement**

By signing the following, you are agreeing that you have read and understand all before stated classroom guidelines and policies to which your student will be held accountable. In addition, you agree and are aware that by taking this course, your student will be exposed to a variety of school appropriate films, videos, and television shows.

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Parent Name

Parent Signature

Date