MRTS 4740.003 – VISUAL EDITING
Monday & Wednesday 2:00pm – 3:50pm   Fall 2017

Instructor: Johnathan Paul   **Office Hours:** Thurs: 12:30pm – 2:00pm (Or by Appointment)
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TEXT:
(Required – Provided by Dept. of Media Arts)
Media Composer 8 - Editing Essentials
Media Composer 8 - Effects Essentials

OBJECTIVES:
This course will introduce students to the history, theory, and techniques used in film and television editing using industry standard digital editing software. By the end of the course each student will:

Develop critical evaluation skills to determine narrative intent and narrative clarity.
Develop artistic skills needed to make storytelling decisions in each phase of postproduction editing.
Learn the technical and critical decision making skills needed for efficient project completion.
Learn how the basic principles and theory of editing applies to various formats and genres of media.
Learn that good editing technique, aesthetics and theory are the guiding forces behind editing decisions.

CLASS COMMUNICATION:
UNT student email accounts are used for all course correspondence about projects, scheduling and lab status and will be delivered through your Eagle Connect account via Blackboard. If you predominantly use another email service you must forward messages from your UNT email account. Instructions can be found at: **eagleconnect.unt.edu**.

TARDINESS AND ABSENCE POLICY:

Absence: Due to the limited number of classes course attendance is vital. Each *unexcused* absence will result in a *five point* deduction in the final course grade. Any student missing the *first two* class meetings (unexcused absences) or *two or more* unexcused absences must meet with the instructor to determine if an administrative withdrawal is required.

Late Arrival: (one late arrival is allowed without penalty)

If you arrive after	9:05 am	you will lose	1 percentage point	
If you arrive after	9:10 am	you will lose	2 "	points
If you arrive after	9:15 am	you will lose	3 "	points
If you arrive after	9:20 am	you will lose	4 "	points
If you arrive after	9:25 am	you will lose	5 "	points
If you arrive after	9:30 am	you will receive an unexcused absence.		

These percentage points will be deducted from your overall course grade.

NOTE: Students who leave class early without instructor approval (with exceptions for situations such as illness or emergency) will be assigned an unexcused absence.

GRADING:

Project ONE	--	**15 %**
Project TWO	--	**15 %**
Project THREE	--	**25 %**
Exam Average	--	**25 %**
Final Exam	--	**20 %**

A = 100 – 90%   B = 89 – 80%   C = 79 – 70%   D = 69 – 60%   F = 50% - below

NO MAKE-UP EXAMS WILL BE GIVEN WITHOUT A VERIFIED MEDICAL EXCUSE.

Assignments will be accepted at the beginning of class on the assigned due date. Late assignments will receive an automatic ten point grade deduction. An additional ten point deduction will be applied for each 24 hour period elapsed before the assignment is submitted for grading.

COURSE EXPECTATIONS:
As an instructor, my role is to provide each student with the tools, materials and information to learn about the course content and complete all required assignments. The amount of learning (and resulting depth of knowledge gained) is up to each individual student.
Editing is a both an art and a craft. While it may only take a short time to learn acceptable mechanics, a good editor is more than a technician. The most successful editors also understand the language of the visual medium including tone, balance, pacing, color as well as the use of music and sound effects. Grades on individual assignments will reflect a total evaluation of how well the skills and theories in the course are exemplified. Each assignment will also be graded based on and how closely each project adheres to the instructions and content of the requisite course unit.

PROJECT I-CONTINUITY EXERCISE:
Using the "Rock Climber" footage provided, you will cut together a 3-4 min sequence that demonstrates in the final edit attention to continuity, pacing, and rhythm and the ability to cut dialogue. **DUE: October 18th**

PROJECT II-RHYTHM EXERCISE:
Using only found footage/sound in Media Composer, create either a remix or a mash up that contains a critique or commentary on the source material. The goal for this assignment is to explore the power of editing, juxtaposition, and metaphor while participating in a critical engagement with material. No original material may be used. **DUE: November 15th**

FINAL PROJECT:
Trailer/Horror/ or Own Work
Edit together a trailer for a feature film or one of your own works. Must include titles, Voice Over, Music and other conventions used in movie trailers. May not exceed two minutes. Make sure clips are chosen appropriately and are filled with action and other relevant moments from the film. Remember, you need to use editing's power of persuasion to convince and audience to see this film. **DUE: December 13th**

BASIC COURSE SCHEDULE:

In addition to normal assignments this course may also include guest speakers, screenings and supplemental readings. *Information from any supplemental course materials is subject to formal examination.*

MEETING	CONTENT AREA	
August **28 & 30**	Course Introduction & Intro to Media Composer Starting a Project	
September **4 & 6**	**No Class – Monday the 4th (Labor Day)** Brief Editing History, Continuity Editing & Types of Cuts Building A Sequence	
September **11 & 13**	Drag and Drop Editing & Refining the Edit Effective Use of Cuts & Types of Montage	
September **18 & 20**	Introduction to Effects (Transition & Segment) Narrative Clarity & Dramatic Emphasis	**EXAM ONE**
September **25 & 26**	Creating Subtext Combining Multiple Effects	
October **2 & 4**	Combining Multiple Effects / Freeze Frames & Motion Effects Editing Action & Comedy	
October **9 & 11**	*Creating Titles*, Exporting & *Technical Fundamentals* Murch's Editing Principles	
October **16 & 18**	*Workflow and Formats* Additional Ingest Techniques	**EXAM TWO**
October **23 & 25**	Preparing Dailies & Quick Editing Tools Editors To Know & Their Work	
October **30 & Nov 1**	Recutting a Scene Understanding & Trimming Dialogue	
November **6 & 8**	Contributions of Sound & Mixing Sequence Audio Assistant Editor and Editor Roles	**EXAM THREE**
November **13 & 15**	Working with High Resolution Footage Retiming Effects	
November **27 & 29**	Multilayer Effects & Nesting Multiple Effects Tracking & Blurring / Chroma Key Effects Animated Titles & Graphics	**EXAM FOUR**
December **4 & 6**	Packaging and Export FINAL PROJECT DUE **Graduate Student Presentation & (Screening / Guest Speaker – TBA)**	
December **11 & 13**	**FINAL EXAM – Date and Time TBD**	

SYLLABUS POLICY:
While this syllabus outlines the expectations for successful completion of the course, it is not a contract. Therefore, some elements of the course may be altered by the Instructor as needed.

DROP POLICY:
As this is a Media Arts course, students without the correct prerequisites (both non-majors and pre-majors) are subject to being dropped from the course automatically with or without notice. Students absent on the first class day who do not immediately contact the instructor with a legitimate excuse may be dropped immediately and without notice.

ODA INFORMATION:
The Department of Media Arts cooperates with the UNT Office of Disability Accommodation to make reasonable accommodations for qualified students. Students seeking accommodation must first register with the ODA to verify eligibility. If verified the ODA will provide an accommodation letter for faculty to initiate a confidential discussion of specific course needs. You may request accommodations at any time though you are encouraged to do so as early as possible in the semester in order to avoid delays in implementation. Students must obtain a new ODA letter and meet with their instructor at the beginning of each semester. For more information see disability.unt.edu or call **940.565.4323**.

STUDENT BEHAVIOR:
Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom. You will then be referred to the student to the Center for Student Rights and Responsibilities for consideration as to whether the conduct in question violated the Code of Student Conduct. The Code of Student Conduct can be found at **deanofstudents.unt.edu/conduct.**

CLASSROOM SCREENINGS:
This course will include viewing and discussion of various editing examples from multiple forms of media including, but not limited to; television, film, computer games, console games, trailers and documentaries. These examples will span various genres and cultures in order to expand the student's view of editing styles and techniques. Whether a student has or has not seen the examples used has no bearing on how and when an example will be screened. Various examples of current semester student work may be screened in order to facilitate class discussion. Students are expected to participate in all discussions in a courteous and constructive manner. If there is any uncertainty, please refer to the section on student behavior above.

SEMESTER EVALUATIONS:
Students should complete the SETE (Student Evaluation of Teaching Effectiveness). The SETE is a requirement for all organized classes at UNT. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. Feedback from students is very important to the Radio, TV and Film Department. And this evaluation is considered an important part of your participation in this class.

MOBILE DEVICE POLICY:

Department of Media Arts production courses prohibit the use of personal electronic devices during class, unless specifically determined by the individual Instructor. Unless those specific exceptions are contained in a course syllabus and/or altered by the instructor of record, department policy takes precedence.

Personal electronic devices include (but are not limited to) mobile phones, digital media players, digital readers/tablets, and some handheld computers. All devices should be turned off before entering the classroom or laboratory area. Personal computers and some tablets may be used in the classroom for note taking with instructor permission.

Each student will receive one warning. Afterwards, any student found in violation of the personal electronic device policy will incur a 5% penalty to their overall final course grade for each occurrence. **Penalties are not negotiable**.

RELIGIOUS ACCOMODATION:

HB 256 provides students with an excused absence from attending classes, taking examinations or other required activities in observance of a religious holy day and related travel. It also provides that students be given reasonable time to take an exam or complete an assignment. Requests for accommodation must be made to the instructor a minimum of three days prior to the observed religious holy day.

ACADEMIC INTEGRITY:

This course adheres to the standards outlined by the University of North Texas Policy Office (sec: 18.1.16 Student Standards of Academic Integrity). Students caught cheating or plagiarizing (including submitting the work of other students, their own work from previous semesters of other classes from the current semester) will receive no credit for that specific assignment. Students found cheating on the final editing assignment will receive a failing grade for the course. All cheating/plagiarizing offenses will be reported to the Dean of Students, who may impose further penalty. This information may be viewed on the UNT Policy Office website: **http://policy.unt.edu/sites/default/files/untpolicy/pdf/7-Student_Affairs-Academic_Integrity.pdf**

INCOMPLETE GRADE FOR THE COURSE:

From the UNT Office of the Registrar: An Incomplete Grade ("I") is a non-punitive grade given only during the last one-fourth of a term/semester and only if a student (1) is passing the course and (2) has a justifiable and documented reason, beyond the control of the student (such as serious illness or military service), for not completing the work on schedule.

Under no circumstances will an "Incomplete" be assigned automatically. A student must make a formal request from the instructor (see the above information from the UNT Registrar) which satisfies the listed guidelines, not have excessive absences or late arrivals, and be able to demonstrate proficiency in the creative and technical techniques covered in the course. All requests will be considered on a case by case basis.

Students will not be assigned a grade of incomplete for the sole purpose of avoiding a failing grade or because of any current or impending graduation status.

SUCCESS IN THE COURSE:
UNT endeavors to offer a high-quality education and a supportive environment to help you learn and develop as a future creative professional. My job is to help you make the most of that opportunity. Help me help you. Do your part by: Showing up. Being prepared. Staying Focused. Getting involved. Communicating with your advisors and finding support when you need it.

If you are having trouble with any aspects of the classroom instruction or assignments please see me during the office hours listed above. If you cannot schedule time during the posted office hours feel free to contact me to make an additional appointment. Everyone has a different learning style and pace. Working together we should be able to find what works for you. In addition, there are numerous on-campus resources for help found at: **success.unt.edu/.**