

# MRTS 4412 – Video Production Topics

## MEDIA SERIES PRODUCTION III (Hybrid)

**Instructor:** Johnathan Paul   **Office Hours:** By Appointment Via Zoom  
**Office:** RTFP – 289   **Phone:** 940-293-7902   **Email:** johnathan.paul@unt.edu  
**Mon & Thurs 10:00am – 11:50am   5WK SUMMER TWO**

### **TEXT:**

There are no required texts, but several recommended texts. (See Below)

### **PRODUCING**

- ***The Producers Business Handbook*** John J. Lee Jr.
- ***From Concept to Screen*** Robert Benedetti
- ***Producing, Financing, and Distributing*** Paul A. Baumgarten
- ***Producer to Producer*** Maureena A. Ryan
- ***The Complete Film Production Handbook*** Eve Light Honthaner

### **SCREENWRITING**

- ***Writing Screenplays that Sell*** Michael Hauge
- ***Screenplay: The Foundations of Screenwriting*** Syd Field
- ***Master of the Cinematic Universe*** Bucher & Casper
- ***Story: Substance, Structure, Style...*** Robert McKee
- ***The Screenwriter's Bible*** David Trottier

### **DIRECTING**

- ***Directing: Film Techniques and Aesthetics*** Michael Rabiger
- ***On Directing Film*** David Mamet
- ***Film Directing: Shot by Shot*** Steven D. Katz

### **CINEMATOGRAPHY**

- ***Master Shots Vol 1*** Christopher Kenworthy
- ***Master Shots Vol 2*** Christopher Kenworthy
- ***Master Shots Vol 3*** Christopher Kenworthy
- ***Cinematography: Theory & Practice*** Blain Brown

### **OBJECTIVES:**

Due to COVID-19 restrictions the Third Part of this four-part course will take students through the process of moving on from hard prep and into actual production of the Media Series Pilot. Final Prep and Production will take place in this 5 Week Course.

By the end of the course each student will:

- Learn the importance of preparation and scheduling.
- Develop critical skills needed for on-set communication.
- Develop a deeper understanding of crew roles and responsibilities.
- Understand the importance of administrative skills needed to execute an effective production.
- Learn how effective resource management (cast, crew, equipment, locations, funding) can prevent issues in production before they occur.

### **CLASS COMMUNICATION:**

We will be utilizing *Slack* for all communication for this class. Slack allows us to direct message, send links, files and collaborate in a small scale online. We will be using additional online platforms such as *Zoom*, *Google Drive*, and *Notion* to help us streamline the hard-prep process.

### **TARDINESS AND ABSENCE POLICY:**

Absence: Due to the nature of this course and the amount of content we have to redevelop and produce in just 5 Weeks, attendance is vital. One unexcused absence or two late arrivals are allowed without penalty. Subsequent unexcused absences or late arrivals will be deducted from the total attendance percentage. 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.

### **COVID-19 impact on attendance**

While attendance is expected as outlined above, it is important for all of us to be mindful of the health and safety of everyone in our community, especially given concerns about COVID-19. Please contact me if you are unable to attend class because you are ill, or unable to attend class due to a related issue regarding COVID-19. It is important that you communicate with me *prior to being absent* as to what may be preventing you from coming to class so I may make a decision about accommodating your request to be excused from class.

If you are experiencing cough, shortness of breath or difficulty breathing, fever, or any of the other possible symptoms of COVID-19 (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>) please seek medical attention from the Student Health and Wellness Center (940-565-2333 or [askSHWC@unt.edu](mailto:askSHWC@unt.edu)) or your health care provider. While attendance is an important part of succeeding in this class, your own health, and those of others in the community, is more important.

### **PROFESSIONAL SUMMER TWO WORKSHOPS:**

#### **WORKSHOP #1 – Production Audio (Studio B) (July 13<sup>th</sup> – 10a-4p)**

Guest Instructor: Omar Milano

#### **WORKSHOP #2 – Camera + Lighting (Studio B) (July 16<sup>th</sup> – 10a-4p)**

Guest Speaker: Andrew Nelson (*Quibi*)

*Note: While attending the workshops on campus please be aware of the University policy for face coverings.*

1. *The University requires that **all students, faculty, staff, and visitors** wear face coverings when they are in indoor public areas on university property, even if you are alone. This includes all non-private office or residential spaces, such as: lobbies, restrooms, classrooms, teaching and research laboratories, common spaces in residence halls, conference rooms, and break rooms.*

### **COURSE EXPECTATIONS:**

As the instructor, my role is to act as the studio Executive. I will work with the Student showrunner and director to ensure each team has the tools, materials, and information to complete hard-prep and ready us for production.

### **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](http://deanofstudents.unt.edu/conduct).

## **COURSE SCHEDULE**

Below is a tentative schedule for the Media Series Production Course 5 Week Two. Please check the Media Series NOTION boards for specific meetings and tasks.

*Due to COVID-19 the schedule below could change. Please note that statewide stay at home orders could be passed.*

### **WEEK ONE**

- July 6<sup>th</sup> – Course Introduction
- July 7<sup>th</sup> and 8<sup>th</sup> – Team Lead Equipment Pull (9am-12pm)
- July 9<sup>th</sup> – Production Meeting & Actors Table Read

### **WEEK TWO**

- July 13<sup>th</sup> – Production Meeting // Audio Workshop (10a-4p)
- July 14<sup>th</sup> – Hard Prep
- July 15<sup>th</sup> – Hard Prep
- July 16<sup>th</sup> – Production Meeting // Camera + Lighting (10a-4p)

### **WEEK THREE**

- July 22<sup>nd</sup> & 23<sup>rd</sup> – Final Equipment Pickup Days (9am-12pm)
- July 23<sup>rd</sup> – Studio A Prep Day
- July 23<sup>rd</sup> – 26<sup>th</sup> – PRODUCTION SLOT ONE
  - Studio A Production

### **WEEK FOUR**

- July 29<sup>th</sup> & 30<sup>th</sup> – Production Prep Days
- July 30<sup>th</sup> – Aug 2<sup>nd</sup> – PRODUCTION SLOT TWO
  - Exterior Filming

### **WEEK FIVE**

- Aug 3<sup>rd</sup> & 4<sup>th</sup> – Equipment Return (9am-12pm)
  - If scheduling is an issue the Weekend of August 7<sup>th</sup> will act as a backup.

***NOTE: Equipment checkouts will be handled by department leads. The equipment will not be returned to the department until the end of the 5 Week Two session.***

## **MEDIA SERIES TEAMS**

Below is a list of the teams we will be utilizing during the Summer One Session. Every student will be a part of one of these teams and they will be responsible for a portion of the overall production binder that we will use once production begins in Summer Two.

**Producing Team**

**Directing Team**

**Camera Team**

**Production Design Team**

**Casting & Location Team**

## **COVID-19 GUIDELINES**

**This course follows the safety protocols set forth by the *Alliance of Motion Picture and Television Producers*, as well as the *Industry Guild and Local 600 Alliance*. Please review all guidelines for the Media Series course in relation to COVID-19, these are located on the Media Series NOTION boards.**

## **UNIVERSITY POLICY INFORMATION**

### **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 (including the schedule and assignments listed above) 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 day of class 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](http://disability.unt.edu) or call **940.565.4323**.

### **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 Department of Media Arts. And this evaluation is considered an important part of your participation in this class.

### **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 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](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/](https://success.unt.edu/)**.