



**CAMOSUN COLLEGE**  
**School of Arts & Science**  
**Department**

**COURSE OUTLINE**

---

**PART A: COMMON COURSE OUTLINE**

**Effective: September 2009**

**Calendar Information**

**1. Course Title and Number**

Communication 230  
Video 3

**2. Calendar Description**

In this course, students work both in the field and in the studio. Through projects and exercises, students increase their creative, scripting, on-camera, technical and editing skills.

**3. Pre-requisites**

Communication 131  
Video 2

**4. Co-requisites**

N/A

**5. Course Particulars**

- (a) Credits: 4.0
- (b) Components:  
class 33%; lab 67%;
- (c) Contact Hours:  
Hours per week: 5.5  
# of weeks: 14  
Total contact hours: 77

**6. Intended Learning Outcomes**

The student will be able to:

- 1. Successfully participate on a team in a small multi-cam studio facility.
- 2. Effectively plan and execute a variety of on location shoots.
- 3. Successfully operate a high end industrial video camera.
- 4. Perform intermediate editing tasks on a non-linear video editor.
- 5. Apply the fundamentals of titling aesthetics.
- 6. Describe the organization of various video production environments.
- 7. Perform tasks in a manner consistent with professional standards.
- 8. Assemble a portfolio of projects that demonstrates the student's current professional abilities.

## 7. Grading System

(No changes are to be made to this section unless the Approved Course Description has been forwarded through the Education Council of Camosun College for approval.)

### Standard Grading System (GPA)

| Percentage | Grade | Description   | Grade Point Equivalency |
|------------|-------|---|-------------------------|
| 90-100     | A+    |   | 9                       |
| 85-89      | A     |   | 8                       |
| 80-84      | A-    |   | 7                       |
| 77-79      | B+    |   | 6                       |
| 73-76      | B     |   | 5                       |
| 70-72      | B-    |   | 4                       |
| 65-69      | C+    |   | 3                       |
| 60-64      | C     |   | 2                       |
| 50-59      | D     | Minimum level of achievement for which credit is granted; a course with a "D" grade cannot be used as a prerequisite. | 1                       |
| 0-49       | F     | Minimum level has not been achieved.  | 0                       |

### Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy E-1.5 at [camosun.ca](http://camosun.ca) for information on conversion to final grades, and for additional information on student record and transcript notations.

| Temporary Grade | Description  |
|-----------------|--|
| I               | <i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.  |
| IP              | <i>In progress:</i> A temporary grade assigned for courses that, due to design may require a further enrollment in the same course. No more than two IP grades will be assigned for the same course. (For these courses a final grade will be assigned to either the 3 <sup>rd</sup> course attempt or at the point of course completion.) |
| CW              | <b>Compulsory Withdrawal:</b> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.  |

## PART B: COURSE DETAILS

**Instructor:** Andy Bryce

### 8. Course Content Outline

1. Perform on a team in a small multi-cam studio facility.
  - a. Successfully participate in the creative process of brainstorming.
  - b. Successfully participate in the pre-production phase.
  - c. Successfully complete at least two of the following tasks; on air performer, studio camera operator, studio audio operator, VTR operator, production assistant, switcher, director, writer or producer.
  - d. Participate in the set up and breakdown of a studio shoot.
2. Plan and execute a variety of on location shoots.
  - a. Produce a one page proposal which successfully sells an idea.
  - b. Produce a preliminary script based on a proposal.
  - c. Plan an on location shoot.
  - d. Execute an on location shoot.
  - e. Shot list an on location shoot.

- f. Produce a final script based on a shot list and preliminary script.
  - g. Edit a piece using the final script as a guide.
3. Operate a high end industrial video camera.
    - a. Set up a tripod with a level head and adequate stability.
    - b. Operate tripod controls including tilt tension, tilt lock, and pan lock.
    - c. Attach a video camera to a tripod plate.
    - d. Attach tripod plate to tripod.
    - e. Power up a video camera.
    - f. Insert and remove a videotape.
    - g. White and black balance a video camera.
    - h. Choose correct aperture through the use of zebra bars.
    - i. Focus the lens.
    - j. Recognize and utilize good on location lighting techniques.
    - k. Shoot video in sequences.
    - l. Explain and apply good framing techniques.
    - m. Explain and apply the theory of dynamism while shooting.
    - n. Shoot video with a minimum of excess movement.
  4. Perform moderately complex editing tasks on a non-linear video editor.
    - a. Explain and apply efficient file management techniques.
    - b. Perform video transitions on a non-linear timeline.
    - c. Perform audio transitions on a non-linear timeline.
    - d. Manipulate clips using a clip editor.
    - e. Manipulate audio using key frame techniques.
    - f. Import and utilize a graphic on a non-linear timeline.
    - g. Edit a piece using the techniques of good continuity.
  5. Apply the fundamentals of titling aesthetics.
    - a. Apply the theories of visibility, style, and positioning.
    - b. Apply good titling timing techniques.
  6. Describe the organization of various video production environments.
    - a. Describe the functions of an executive producer, producer, director, director of photography, editor, writer, production assistant, grip, lighting technician, sales manager.
    - b. Produce a flow chart of a television station.
    - c. Describe the functions of the departments within a television station.
  7. Perform tasks in a manner consistent with professional standards.
    - a. Meet deadlines.
    - b. Follow procedures.
    - c. Transfer skills learned at one task to another, similar task.
    - d. Demonstrate punctuality and consistent attendance.
    - e. Positively participate in group work.
    - f. Positively participate in problem solving.
    - g. Critique work in a constructive manner.
    - h. Treat equipment and facilities with respect.
  8. Assemble a portfolio of projects that demonstrates the student's current professional abilities.
    - a. Select three appropriate items for a demo reel.
    - b. Determine an effective order for displaying these items on a demo reel.
    - c. Properly label a tape and/or DVD for distribution.
    - d. Use a character generator to properly slate your tape.

## 9. Basis of Student Assessment (Weighting)

- (a) Assignments:
- |             |     |
|-------------|-----|
| On Location | 35% |
| Lab         | 10% |
| Studio      | 20% |

- Demo Reel 5%
- (b) Tests: 20%
- (c) Attendance/Conduct: 10%

**10. Course Schedule**

- (a) Class Hours
  - Lecture/Lab: Tuesday 9:30-11:30am and Thursday 9:30-11:30am or TBA
  - Showcase: Friday 12:30-2:30pm or TBA
- (b) Out of Class Requirements: as needed

**11. Required Materials**

- (a) Texts: None

**12. Bibliography**

N/A

**13. Instructor Information**

- (a) On site: Monday to Friday; 8:00am-4:00pm
- (b) Office Location: Y 315B
- (c) Phone: 250-370-3394
- (d) E-mail: bryce@camosun.bc.ca