



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

**COURSE OUTLINE**

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**PART A: COMMON COURSE OUTLINE**

**Effective: September 2009**

**Calendar Information**

**1. Course Title and Number**

Communication 130  
Video 1

**2. Calendar Description**

An introduction to video production. In labs and lectures you will be introduced to the fundamentals of video production, including camcorder operation and videotape editing. You will also learn fundamental theories of video production.

**3. Pre-requisites**

None

**4. Co-requisites**

None

**5. Course Particulars**

(a) Credits: 4.0

(b) Components

Class: 33%

Lab: 67%

(c) Is the course available by distributed education? No

(d) Contact Hours

- Hours per week: 8

- Number of weeks: 14

- Total contact hours: 112

(e) Is prior learning assessment available for this course? No

**6. Intended Learning Outcomes**

The student will be able to:

1. Explain, using appropriate vocabulary, the basic theories of the video process.
2. Effectively operate a prosumer camcorder.
3. Identify and apply compositional fundamentals.
4. Effectively plan and carry out a one-camera shoot.
5. Operate a non-linear video editor at a basic level.
6. Follow safe work procedures as outlined by Workman's Compensation Board.

7. Perform tasks in manner consistent with standards outlined in the course.

### 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	<i>Compulsory Withdrawal:</i> 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. Explain, using appropriate vocabulary, the basic theories of the video process.
  - a. Explain RGB colour theory as it applies to video systems.
  - b. Explain light intensity and its impact on colour.
  - c. Explain the function of a lens.
  - d. Explain the function of a camera prism.
  - e. Explain the function of a CCD.
  - f. Explain the basic functions of a video monitor.
  - g. Explain the difference between a video monitor and a television.
  - h. Explain how a VTR records and plays back video and audio.
  - i. Explain control track.
  - j. Explain timecode.

- k. Identify the explain the function of various video connectors.
  - l. Identify and explain the function of various audio connectors.
  - m. Explain the difference between composite and component video systems.
2. Effectively operate a prosumer camcorder.
    - a. Set up a tripod.
    - b. Level a tripod.
    - c. Attach a camcorder to a tripod.
    - d. Lock and unlock tilt and pan controls.
    - e. Adjust head tension.
    - f. Insert a battery in a camcorder.
    - g. Attach AC power source to a camcorder.
    - h. Turn on a camcorder.
    - i. Insert a videotape.
    - j. Switch camera to manual.
    - k. Perform a white balance.
    - l. Adjust the aperture for optimum colour and white/black levels.
    - m. Attach a microphone to the camcorder.
    - n. Record audio and video and stop tape.
    - o. Remove tape.
    - p. Turn power off.
    - q. Remove battery.
    - r. Remove camera from tripod.
    - s. Break down tripod.
    - t. Understand and explain why it is important to charge battery as soon as possible.
    - u. Insert battery on charger.
  3. Identify and apply compositional fundamentals.
    - a. Explain and apply the concept of headroom.
    - b. Explain and apply the concept of noseroom.
    - c. Explain and apply the concept of dividing the screen in half.
    - d. Explain and apply the concept of thirds.
    - e. Explain and apply the concept of back and foreground relationship.
    - f. Perform a smooth pan.
    - g. Perform a smooth zoom in and zoom out.
    - h. Perform a smooth tilt up and tilt down.
    - i. Explain and apply when it is appropriate to use camera moves.
  4. Effectively plan and carry out a one-camera shoot.
    - a. Evaluate the requirements of the shoot.
    - b. Estimate the equipment required.
    - c. Recruit and schedule crew members.
    - d. Liaise with crews and subjects for shoot.
    - e. Implement the shoot.
  5. Operate a non-linear video editor at a basic level.
    - a. Explain the principles of firewire production techniques.
    - b. Apply the techniques of digitization to maximize picture quality in a limited storage situation.
    - c. Demonstrate the basic functions of an editing timeline.
    - d. Operate titling software.
    - e. Output a final product to tape.
    - f. Edit a piece using the techniques of good continuity.
  6. Follow safe work procedures as outlined by Workman's Compensation Board.
    - a. Explain and apply the techniques of safe lifting.
    - b. Explain and apply the safe techniques of working with electrical equipment.
  7. Perform tasks in manner consistent with standards outlined in the course.
    - 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.

**9. Basis of Student Assessment (Weighting)**

- (a) Assignments: 55%
- (b) Quizzes/Tests: 20%
- (c) Performance Tests: 20%
- (d) Attendance: 5%

**10. Course Schedule**

- (a) Class Hours:
  - Lecture: 2
  - Showcase: 2
- (b) Lab Hours: 4
- (c) Out of Class Requirements: as needed

**11. Required Materials**

- (a) Texts: None.
- (b) Other:
  - Manuals and handouts as required.

**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