

Managing Postproduction for TV and Film Course #CTVA 467 Class #10644 - Fall - 2009

Instructor: Tom Tippets 818-677-2246 or Thomas.Tippets@csun.edu

Class Dates: Class meets Tuesday 7-9:45 p.m.

Office Hours: Wednesday 3:30p – 5:00p & 5:30p – 6:30p Nordhoff Hall 203A

Course Description and Goal:

This class is a comprehensive look at the postproduction process. You will learn the steps that take place between production and final delivery. This will include scheduling and budgeting, what happens to your film when it disappears into the chemical bowels of the film laboratory, how to set-up and manage a cutting room and how to plan and carry-out cost-effective on-lines, color corrections, and titling sessions. These are the things you need to know to avoid expensive and embarrassing mistakes.

Student Learning Objectives:

By the end of this semester you will be able to:

1. Create a postproduction schedule for a TV show and Feature Film
2. Create a realistic postproduction budget for a TV show and Feature Film.
3. Explain the steps required to get your film through the Film Laboratory. Describe the difference between the different aspect ratios.
4. Describe the dailies film transfer process and accurately complete a Telecine Specification Sheet.
5. List the steps required to set up an off-line editing room and Film cutting room. Define the steps needed to "lock picture".
6. Explain on-line editing including: an EDL, session requirements, and things your on-line facility needs to know before you start. List required dubs following the on-line session and who will receive them.
7. Describe the sound process including spotting session, audio sweetening and sound editorial, ADR/looping, Foley, music scoring, effects, etc. through the final mix and layback to master.
8. Explain each step need for a film finish for theatrical release, videotape finish for television broadcast or home video release.
9. List the elements needed to make your delivery for a theatrical distributor, Network/Domestic Delivery, International or Foreign Delivery and your production company delivery.
10. Describe five reasons to check with lawyers or in other words, your projects Legal requirements.

Grading Criteria:

75 points possible for attendance/class participation. (half points for 4 or more missed classes)

100 points possible for class project.

120 points possible for the quizzes from reading assignments

100 points possible for the final exam.

341-395 = A 270-274 = C+

335-340 = A- 220-269 = C

330-334 = B+ 190-219 = D

281-329 = B 0-189 = F

275-280 = B-

Text:

Guide to Postproduction for TV and Film: Managing the Process, (Second Edition)
Barbara Clark, Susan J. Spohr, Focal Press. ISBN 0-240-80506-2 (pbk.)

Textbook may be purchased at the California State University Northridge bookstore on the campus. Bookstore hours are 7:45 a.m to 7:30 p.m. M-Th., 7:45 a.m. to 4 p.m. on Friday and 10:00 a.m. to 4:00 p.m. on Saturday. The Matador bookstore can receive orders to be shipped on-line. The Web site is www.matador.bkstr.com. Phone orders are accepted at (818) 677-2913. The e-mail address is matador@bkstr.com.

Other Information:

I want you to enjoy this class as you learn the twist and turns of the postproduction maze. I encourage a lot of class room participation so feel free to ask questions. I want you to gain the knowledge to apply principles and procedures you learn in class to your production. By doing so you will avoid some expensive and embarrassing mistakes. Postproduction requires good communication, hard work and attention to detail.

Attached you will find the course outline including, reading schedule, and planned field trips. Please note that these are guides only and may need to be changed around to accommodate guest speakers as well as class needs. Thank you for understanding.

Requirements for Written Assignments: All written assignments will be typed on 8 1/2 X 11 paper, with standard fonts (e.g., 12 point) and margins (e.g., 1"). Correct spelling, grammar, and punctuation are expected. Specify a style manual if you wish.

Cheating and plagiarism will not be tolerated. If you are caught cheating or plagiarizing in any form, you will receive a failing grade for the course and be reported to the university for appropriate disciplinary action.

It is the responsibility of each student to know and follow all the written guidance given by the instructor in this syllabus.

Test and Exam Policy: missed quiz may be made up the next class meeting with prior e-mail approval with the instructor.

This course is part of the CTVA Electronic Media Management Option where students learn "to operate and manage business structures, personnel, budgets, advertising, sales, research, and regulation of independent, studio and network electronic media." CSUN University Catalog 2008-2010, p. 161.

Students with Disabilities

Students with disabilities must register with the Center on Disabilities and complete a services agreement each semester. Staff within the Center will verify the existence of a disability based on the documentation provided and approve accommodations. Students who are approved for test taking accommodations must provide a proctor form to their faculty member signed by a counselor in the Center on Disabilities prior to making testing arrangements. The Center on Disabilities is located in Bayramian Hall, room 110. Staff can be reached at (818) 677-2684.