From the discovery of creative content to the technical demands of the position, students will learn the ins and outs of producing in every phase of production, from development to distribution.

Requisites
Prerequisites:
COMM 3353 Minimum Grade: C and COMM 3305 Minimum Grade: C
Corequisites:

Contact Information

email: dkay@westga.edu

VIRTUAL Office Hours:
Tues/Thurs 3:30pm-5:00pm
Mon/Wed 10:00am-11:00am & by appointment

You can either email me to set up an appointment ahead of time, or simply send me an email during these times and I will respond with a google chat invitation.

Meeting Times

THURSDAY 6:00pm – 8:30pm, Humanities 312

Materials

Producer to Producer
Author: Maureen Ryan
Edition: 2nd

Outcomes

Course Learning Outcomes:

1. The student will identify and distinguish between the five phases of production: development, pre-production, production, post-production, and distribution.
2. The student will identify trends in the industry, as well as examine the historical context and development of the role of the Producer.
3. The student will define and demonstrate the role and responsibility of the Producer, as well as understand the process and procedures of producing.
4. The student will demonstrate time management and leadership skills, as well as perform multiple tasks related to each phase of production.

✓ Evaluation

Breakdown

- 10% Feature Script Breakdown
- 15% 2 x Tests 7.5% each
- 35% Reading Quizzes
- 30% Production Bible
- 10% Pitches (Includes actual Pitch, revisions and peer Reviews)

≡ Assignments

Assignment Overview:

2 tests (midterm & final) will be given over the duration of the semester. The exams will cover important keywords and material covered in your textbook, supplemental reading assignments + lectures, thus it is imperative to stay up to date on reading assignments and attend class / review courseden power points.

Reading Quizzes will be completed while performing reading for the following weeks’ class. 5 x 7% each.

Feature Script Breakdown (10%) – Students will carefully read a script and, using the tools provided in class, the textbook, and StudioBinder, properly perform a breakdown of the first 30 pages of the script.

Pitch / Proposal (10%) – Students will pitch their developed material to the class, and provide each other with actionable feedback that will also be graded.

Production Bible (30%) – Students will choose a 5-7 page short film (either one you have written or one you source from another classmate) to produce over the course of the semester. Students will submit a final Production Bible which will include documentation of all paperwork, including but not subjected to: script breakdown, budget, scheduling, casting paperwork and prep, schedule, shooting schedule of scene, cast and crew list, call sheet, plus a written reflection of the producing experience. A more detailed handout / rubric will be given out as the assignment approaches.

📅 Schedule

The Schedule can be found here. (https://docs.google.com/document/d/e/2PACX-1vRZds6CVXc9zu0MllJLsbWp2_JfkFlipiJYM1HrLO8wEJh0X-Y9reK9FHkVKn9Jst7XpbddSoWpHyH/pub)

It is a live document and will likely change over the course of the semester so please check it frequently.

🔥 Course Policies and Resources

Attendance & Participation: Due to the switch to Dual Modality learning, there will not be an attendance requirement for this class.
However – since all learning will be available online, there cannot and will not be accommodations for work that is missed.

- If you are not in class, it is assumed you are completing the sessions online.

- If you are coming to class – please make sure you arrive on time to avoid disruption.

- Masks must be worn in the classroom at all times.

- Attendance will be taken in the room for contact tracing purposes.

- No cell phones are permitted during class – if you would prefer to attempt to multi-task, it should be done elsewhere.

- I expect you to be physically, mentally, and emotionally present during our time together; your participation is vital to both your success and that of the course.

**Classroom Etiquette:**

In order to create a safe, valued and expressive academic environment where individual expression and social interchange are respected, please observe the following guidelines: (1) Students must address each other with respect, even when in debate; (2) Students must contribute to discussions, by speaking, and by listening respectfully and thoughtfully.

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**College/School Policies**

**Mass Communications Degree Program Learning Outcomes**

**ACEJMC Professional Values and Competencies:** The Bachelor of Science degree program in Mass Communications is accredited by the Accrediting Council on Education in Journalism and Mass Communications (ACEJMC), and the Department is committed to preparing students with the requisite knowledge and skills to be successful in the media and communications industries after graduation. The Department has adopted as its Mass Communications degree program learning outcomes ACEJMC's 12 professional values and competencies, known as 6 X 6 MASS COMM SUCCESS, that all graduates of an ACEJMC accredited program should be aware of and able to demonstrate as scholars and professionals in the discipline. For the detailed list of the ACEJMC professional values and competencies, see the [UWG Undergraduate Catalog](https://catalog.westga.edu/preview_program.php?catoid=11&poid=1991) or [ACEJMC - Standard 2. Curriculum and Instruction](http://www.acejmc.org/policies-process/nine-standards/).

**6 X 6 MASS COMM SUCCESS**

| 2. History | 11. Apply Numbers & Statistics |
| 3. Diversity | 10. Self-Evaluate |
| 5. Theory | 8. Research & Evaluate |
| 6. Ethics | 7. Think Critically & Creatively |

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**Film & Video Production Degree Program Learning Outcomes**
Overview: The Bachelor of Science degree program in Film & Video Production is designed to train graduates in the field who are agile, adaptable, and able to employ their skills in an array of roles from entrepreneurial content producers to on-set film work, both above and below the line. It will provide students with a comprehensive understanding of the machinery at work behind media production and distribution, along with a set of tangible, marketable, and transferable skills for an array of positions within the infrastructure of film and content production. The FVP degree program learning outcomes include:

1. Demonstrate critical thinking, aesthetic awareness and technical proficiency in the production and assessment of audio-visual film work.
2. Understand all phases and roles of film production in order to help formulate career goals.
3. Understand the various potentials of film as both a commodity for a targeted audience, and an act of authorship and creative expression.
4. Demonstrate an understanding of the diversity of peoples and cultures and of the significance and impact of cinema in a global society.

Institutional Policies

Academic Support

Accessibility Services: Students with a documented disability may work with UWG Accessibility Services to receive essential services specific to their disability. All entitlements to accommodations are based on documentation and USG Board of Regents standards. If a student needs course adaptations or accommodations because of a disability or chronic illness, or if he/she needs to make special arrangements in case the building must be evacuated, the student should notify his/her instructor in writing and provide a copy of his/her Student Accommodations Report (SAR), which is available only from Accessibility Services. Faculty cannot offer accommodations without timely receipt of the SAR; further, no retroactive accommodations will be given. For more information, please contact Accessibility Services (https://www.westga.edu/student-services/counseling/accessibility-services.php).

Center for Academic Success: The Center for Academic Success (http://www.westga.edu/cas/) provides services, programs, and opportunities to help all undergraduate students succeed academically. For more information, contact them: 678-839-6280 or cas@westga.edu.

University Writing Center: The University Writing Center (https://www.westga.edu/writing/) assists students with all areas of the writing process. For more information, contact them: 678-839-6513 or writing@westga.edu.

Online Courses

UWG takes students’ privacy concerns seriously: technology-enhanced and partially and fully online courses use sites and entities beyond UWG and students have the right to know the privacy policies of these entities. For more information on privacy and accessibility for the most commonly used sites, as well as technology requirements visit the UWG Online (https://uwgonline.westga.edu/) site.

Students enrolled in online courses can find answers to many of their questions in the Online/Off-Campus Student Guide (http://uwgonline.westga.edu/online-student-guide.php).

If a student is experiencing distress and needs help, please see the resources available at the UWG Cares (http://www.westga.edu/UWGCares/) site. Online counseling (https://www.westga.edu/student-services/counseling/index.php) is also available for online students.

Honor Code

At the University of West Georgia, we believe that academic and personal integrity are based upon honesty, trust, fairness, respect, and responsibility. Students at West Georgia assume responsibility for upholding the honor code. West Georgia students pledge to refrain from engaging in acts that do not maintain academic and personal integrity. These include, but are not limited to, plagiarism, cheating, fabrication, aid of academic dishonesty, lying, bribery or threats, and stealing.

The University of West Georgia maintains and monitors a confidential Academic Dishonesty Tracking System. This database collects and reports patterns of repeated student violations across all the Colleges, the Ingram Library, and the School of Nursing. Each incidence of academic dishonesty is subject to review and consideration by the instructor, and is subject to a range of
academic penalties including, but not limited to, failing the assignment and/or failing the course. Student conduct sanctions range from verbal warning to suspension or expulsion depending on the magnitude of the offense and/or number of offenses. The incident becomes part of the student’s conduct record at UWG.

Additionally, the student is responsible for safeguarding his/her computer account. The student's account and network connection are for his/her individual use. A computer account is to be used only by the person to whom it has been issued. The student is responsible for all actions originating through his/her account or network connection. Students must not impersonate others or misrepresent or conceal their identities in electronic messages and actions. For more information on the University of West Georgia Honor Code, please see the Student Handbook.

UWG Email Policy

University of West Georgia students are provided a MyUWG e-mail account. The University considers this account to be an official means of communication between the University and the student. The purpose of the official use of the student e-mail account is to provide an effective means of communicating important university related information to UWG students in a timely manner. It is the student’s responsibility to check his or her email.

Credit Hour Policy

The University of West Georgia grants one semester hour of credit for work equivalent to a minimum of one hour (50 minutes) of in-class or other direct faculty instruction AND two hours of student work outside of class per week for approximately fifteen weeks. For each course, the course syllabus will document the amount of in-class (or other direct faculty instruction) and out-of-class work required to earn the credit hour(s) assigned to the course. Out-of-class work will include all forms of credit-bearing activity, including but not limited to assignments, readings, observations, and musical practice. Where available, the university grants academic credit for students who verify via competency-based testing, that they have accomplished the learning outcomes associated with a course that would normally meet the requirements outlined above (e.g. AP credit, CLEP, and departmental exams).

HB 280 (Campus Carry)

UWG follows University System of Georgia (USG) guidance: [http://www.usg.edu/hb280/additional_information#](http://www.usg.edu/hb280/additional_information#)

You may also visit our website for help with USG Guidance: [https://www.westga.edu/police/campus-carry.php](https://www.westga.edu/police/campus-carry.php)

Mental Health Support

If you or another student find that you are experiencing a mental health issue, free confidential services are available on campus in the Counseling Center. Students who have experienced sexual or domestic violence may receive confidential medical and advocacy services with the Patient Advocates in Health Services. To report a concern anonymously, please go to UWGcares.

ELL Resources

If you are a student having difficulty with English language skills, and / or U.S. culture is not your home culture, specialized resources are available to help you succeed. Please visit the E.L.L. resource page for more information.

COVID-19

Proctored Exams/Online Instruction: Students should be aware and plan ahead for the possibility of having to complete all courses and/or exams online or in a proctored environment. This means talking with your instructors about what minimum technical requirements (software and hardware) will be required should your class move online or a student's personal needs dictate. This also includes making plans for internet access at whatever location participation may occur.

Virtual or in-person proctored exams, if your instructor should require them, may result in an additional cost to the student. Please discuss these details with your instructor or see the information provided here.

Face Coverings: Effective July 15, 2020, University System of Georgia institutions, including the University of West Georgia, will require all faculty, staff, students, and visitors to wear an appropriate face covering while inside campus facilities/buildings where
six feet social distancing may not always be possible. Face covering use will be in addition to and is not a substitute for social distancing.

Face coverings are not required in campus outdoor settings where social distancing requirements are met. Anyone not using a face covering when required will be asked to wear one or must leave the area.

Reasonable accommodations may be made for those who are unable to wear a face covering for documented health reasons.