**MSCH-C 229 – Intro to Single Camera Production**

Spring 2025 (9185) – Syllabus v1.0

**Instructor: Jim Krause jarkraus@iu.edu** **(812) 332-1005**

# [jk.media.indiana.edu/index.shtml](https://jk.media.indiana.edu/index.shtml)

Office Hours: Monday 3:00 – 5:00 pm in RTV 350

**Lab Instructors & Office Hours:**

* **Siarra Bazler** [**sibbazle@iu.edu**](mailto:sibbazle@iu.edu) **(812) 340-0222‬**

Thursdays 10:50 – 11:50 AM FF Commons/Studio 7

Thursdays 2:00 – 3:00 PM RTV 157 (The Production Lab)

* **Adam Carroll** [**arcarrol@iu.edu**](mailto:arcarrol@iu.edu)

Wednesdays 3:00 – 5:00 PM in FF 1st floor stacks

* **Chris Robinson** [**chrrobin@iu.edu**](mailto:chrrobin@iu.edu) **(812) 947-8831**

Tuesdays 11:30 AM – 1:30 PM in RTV 157

* **Carly Short** [**cadshort@iu.edu**](mailto:cadshort@iu.edu)

Tuesdays 3:00 – 5:00 PM in RTV 305

**Lectures are mandatory** (live and in-person), and take place Mondays from 5:30 – 6:20 pm in RTV 251 (Radio-TV Building)

**Labs are mandatory** and take place in RTV 127 (Studio 5) following the schedule below.

**Schedule:**

* Monday AM Lecture (9185) 5:30 – 6:20 PM Instructor: Jim Krause
* Tuesday AM Lab (9186) 9:00 – 11:30 AM Lab Instructor: Christopher Robin
* Tuesday PM Lab (9187) 3:00 – 5:30 PM Lab Instructor: Siarra Bazler
* Wednesday AM Lab (9188) 9:00 - 11:30 AM Lab Instructor: Adam Carroll
* Thursday AM Lab (9189) 9:00 - 11:30 AM Lab Instructor: Carly Short
* Thursday PM Lab (10388) 3:00 – 5:30 PM Lab Instructor: Siarra Bazler
* Thursday PM Lab (10721) 6:00 – 8:30 PM Lab Instructor: Carly Short

Course management via Canvas. [Canvas.iu.edu](https://canvas.iu.edu/)

**This syllabus is subject to change as necessary during the term. If a change occurs, it will be clearly addressed during class.**

# COURSE DESCRIPTION:

The purpose of C229 is to outline the basic procedures, techniques, and principles for single-camera video production/filmmaking. Main focal points and concentrations include cinematography, lighting, and editing of digital video using single-cam and dual system audio/video recording techniques. Students will use professional broadcast and cinema cameras, lighting kits, and audio gear, and incorporate an HD workflow.

Lectures will cover technical and creative principles and provide context for the weekly lab activities. Labs will provide students the chance to work with gear and execute various projects and assignments.

By the end of the course, students should have the skills required to serve as a professional Production Assistant. They will know the basics of creating a video for single-camera productions and understand key fundamental concepts of camera, lighting and grip, audio, set protocol, editing workflow, file management, and exporting media.

# COURSE OBJECTIVES:

C229 is intended to provide students with:

* Understanding of the production process
* Understanding of production gear and technology
* Understanding the roles of production crew and collaborators
* Knowledge and practice using basic filmmaking gear
* Understanding of basic editing techniques and HD workflows
* Practice with scripted and non-scripted motion picture creation
* Understanding of how to relay information to a viewer via composition, soundtrack, and mise en scène

# REQUIRED READING:

* [IU Student Film Production Handbook](https://sites.mediaschool.indiana.edu/learn/wp-content/uploads/sites/22/2024/08/Student-Film-Production-Handbook-2024-25-Revised.pdf) (Available through [this link](https://sites.mediaschool.indiana.edu/learn/wp-content/uploads/sites/22/2024/08/Student-Film-Production-Handbook-2024-25-Revised.pdf).)
* Readings and watchlist videos will be assigned in the weekly lectures and via Canvas.

# REQUIRED MATERIALS:

* Two 32 GB (or larger) SD/SDHC/SDXC memory cards
* Portable USB drive (1TB SSD recommended)

# RECOMMENDED MATERIALS for LAB and FIELD SHOOTS:

* Work Gloves
* Flathead/Standard screwdriver or pocket multi-tool
* Closed toe shoes (no sandals, flip-flops, etc.)

# COURSE POLICIES:

## Assignments & Exercises:

Written assignments should be turned in via Canvas. Media will be turned in via OneDrive to your lab’s specific media folder. Assignments and production exercises must be completed by the date to which they are assigned. Reasonable deadlines are given for completion for each assignment/exercise. Consequently, ***late work will not be accepted without prior consent of the instructor****.*

## Examinations:

Students who do not take exams during the regularly scheduled time will receive a failing grade unless they have contacted the instructor ***in advance*** to arrange for a make-up. Make-up exams will be administered by the College according to its make-up exam schedule.

## Plagiarism:

Plagiarism on assignments or cheating on tests are serious offenses and earn the student a failing grade for the class. There are no exceptions to this rule. If you are in doubt about the definitions of plagiarism, consult your student handbook. Turnitin software will be used as part of the grading process for written papers and reports.

## Course Lectures/Reading Assignments:

Lectures occur weekly. The readings offer an opportunity for independent learning that supplements the lecture presentations. The instructor will use both the classroom and the readings. Lectures may introduce additional material not available in the readings, and the readings may explore concepts not mentioned in class.

## Attendance, participation & professionalism:

## Attendance and punctuality at each lab and lecture are required. Students will lose 3 points per lab for any non-excused absence or for routinely being late or leaving early. Repeated absences, tardiness, and lack of participation will result in failure. Indiana University policies state that an F grade will be assigned if students miss more than 20% of their classes. Please be on time and dependable (two attributes required for success). If you are sick, call or e-mail your instructor *before class* or provide a doctor’s note within 48 hours. Even if students must miss class due to sickness or technical difficulties, they are still responsible for making up and carrying out the work. It is the student's responsibility to inform instructors of accessibility issues or religious/holy days/holiday conflicts *no later than the second week of the semester* so that reasonable accommodations may be provided.

**Production Lab & Equipment:**

You are responsible for knowing and following all Production Lab policies. Gear can be checked out in set blocks of time and **MUST be returned on time**. If you will be late, call the lab at (812) 855-7855. Returning equipment late, damaged, or dirty will result in grade reductions and restrictions on using gear. You will be financially liable for broken or lost equipment due to negligence. Production equipment can only be used for class work.

## Accessible Educational Needs and Services:

## Every attempt will be made to accommodate students needing accessibility accommodations. Students should establish their eligibility for support services through the Accessible Educational Services Office. Note that services are confidential, may take time to put into place and are not retroactive; Captions and alternate media for print materials may take three or more weeks to get produced. Please contact the Accessible Educational Services Office at <https://go.iu.edu/iubaes> or 812-855-7578 as soon as possible if accommodations are needed. The office is in Eigenmann Hall, #001 at 1900 E 10th St. Office hours are 8 am to 5 pm, Monday through Friday. You can email the office at [iubaes@iu.edu](mailto:iubaes@iu.edu).

## Withdrawal and Academic Policies: All students are required to manage their class schedules each term in accordance with the deadlines for enrolling and withdrawing as indicated in the University Academic Calendar. Information on enrollment, withdrawal, grading, and incompletes can be found on the Registrar’s website: [http://registrar.indiana.edu/official-calendar.](http://registrar.indiana.edu/official-calendar)

**GRADING:**

Between lecture and lab, there are 100 total points- 30 for lecture and 70 for lab. The lecture and lab assignments are distributed as follows:

Points

**Lecture Participation & Engagement 20**

**Weekly Lab Quizzes 10**

**Video Lab Projects 20**

Campus Symphony/Montage project (5 points)

Visual Narrative project (5 points)

Final Narrative project (10 points)

**Lab Professionalism and Participation 40**

**Lecture - Final Quiz (Administered via Canvas) 10**

Total **100**

A = 100-93, A- = 92-90, B+ = 89-88, B = 87-83, B- = 82-80, C+ = 79-78, C = 77-73, C- = 72-70, D+ = 69-68, D = 67-63, D- = 62-60, F = 59-0. A indicates excellence, B indicates good work, C indicates satisfactory work, D work is unsatisfactory in some respect, F is substantially unsatisfactory work.

# COURSE SCHEDULE:

### **WEEK 1** (1/13)

LECTURE: Intro to C229 and Cameras

LAB: Studio 5 Tour / Overview of Lab Policies / Camera Overview

### **WEEK 2** (1/20)

### **NO LECTURE due to MLK Day but LABS STILL MEET!**

Production LAB: Getting to Know the Camera

### **WEEK 3** (1/27)

LECTURE: Camera Technology and Operations

LAB: Camera Skills / Campus Symphony, assigned

### **WEEK 4** (2/3)

LECTURE: Loving the Light

LAB: Intro to Lighting

### **WEEK 5** (2/10)

LECTURE: What Grips Do

LAB: Grip Intro

### **WEEK 6** (2/17)

LECTURE: Editing & Workflow

LAB: Intro to Premiere Pro

Campus Symphony footage due

### **WEEK 7** (2/24)

### LECTURE: The Visual Narrative / Cinema Cameras / Lenses

LAB: Screen Campus Symphony projects / Intro to Cinema Cameras /

Assign Visual Narrative project (shot during Week 11, due Week 12).

### **WEEK 8** (3/3)

LECTURE: Mirrorless Cinema Cameras, & Basic Coverage

LAB: Using the R5C for Cinematography

### **WEEK 9** (3/10)

LECTURE: Continuity Techniques & Intro to Audio

LAB: Continuity production, scene coverage and Intro to Audio

*Narrative “Short Film” Project Assigned* (This project will be shot during Week 11 Lab.)

**----------- SPRING BREAK – WooHoo! -----------**

### **WEEK 10** (3/24)

LECTURE: Dual System Audio & Sound Recording

LAB: Audio production and Dual-system Recording

Assign Final Narrative project. The project will be shot during Week 13.

Footage is due by Week 14. Screenings will take place Week 15.

### **WEEK 11** (3/31)

LECTURE: TBD

LAB: Produce Visual Narrative projects

### **WEEK 12** (4/7)

LECTURE: Short Film and Indie Filmmaking

LAB: Screen Visual Narrative projects. Review Sound Devices MixPre, syncing

audio, and getting coverage. Final Narrative Project work session.

### **WEEK 13** (4/14)

LECTURE: Documentary Filmmaking

LAB: Produce Final Narrative project – All preproduction work due (Group grade)

### **WEEK 14** (4/21)

### LECTURE: No lecture this week. Focus on your Final Narrative projects

LAB: Final Project Postproduction session. (Students can work on projects.)

### **WEEK 15** (4/28)

LECTURE: The Future of Single-Camera Production & Review for Final Exam

LAB: Screen Final Projects

### **FINAL EXAM** (5/9) 5:20 – 7:20 PM (WTH!?) The time and date are assigned by the Registrar. NOTE: The Final Exam will be administered via Canvas and could be changed.

# ADDITIONAL INFO:

## Personal Technology Use: The use of technology for personal use during lectures and labs is forbidden. This includes cell phones, mobile devices, laptops, etc. When using computer technology for in-class lab work, it is not appropriate to check email, social media, etc.

If a student continually disrupts others, or their own, learning experiences due to personal technology use, a lowering of that student’s professionalism and attendance grades will occur, and warning issued. If that student continues the technology usage, they will be asked to drop the course.

Obviously, if an important call or message occurs (i.e., Family emergency, etc.), please be courteous and take that call in the hallway.

**Computers, Procrastination & Murphy’s Law**: Don’t wait until the last minute to carry out your work. If you do, when unexpected, unfortunate events occur you will be out of options and out of luck. **Putting projects off ultimately takes more time and creates more problems and more stress.** ALWAYS make backup copies of all your work, media, and anything you do.

## Writing Tutorial Services: For free help at any phase of the writing process contact [Writing Tutorial Services](http://wts.indiana.edu/). WTS is in the Information Commons on the first floor of the Wells Library. Find out more at [wts.indiana.edu](https://wts.indiana.edu/) or by calling (812) 855-6738 or emailing [wts@indiana.edu](mailto:wts@indiana.edu).

## Sexual Harassment: The policy as specified in the [Code of Student Rights Responsibilities, and Conduct](https://studentcode.iu.edu/about/index.html) are adhered to in this class.

## Civil Discourse: Indiana University is a community that thrives on open discourse that challenges students, both intellectually and personally, to be Socially Responsible Leaders. It is the expectation that all dialogue in this course is civil and respectful of the dignity of each student. Any instances of disrespect or hostility can jeopardize a student’s ability to be successful in the course. The professor will partner with the Dean of Students Office to assist in managing such issues.

## Bias: We seek to maintain a positive learning environment for all students. Bias incidents (events or comments that target an individual or group based on age, color, religion, disability, race, ethnicity, national origin, sex, gender, gender identity, sexual orientation, marital status, or veteran status) are not appropriate in our classroom or on campus. What should you do if you witness or experience a bias incident? See it? Hear it? Report it by submitting a report online (biasincident.indiana.edu) or calling the Dean of Students Office (812-855-8187).

**Counseling and Psychological Services:** For information about services offered to students by CAPS: [http://healthcenter.indiana.edu/counseling/index.shtml.](http://healthcenter.indiana.edu/counseling/index.shtml)

## Sexual Misconduct: We wish to maintain a positive learning environment for all students. Title IX and IU’s Sexual Misconduct Policy prohibit sexual misconduct in any form, including sexual harassment, sexual assault, stalking, and dating and domestic violence. If you have experienced sexual misconduct, or know someone who has, the University can help.

If you are seeking help and would like to speak to someone confidentially, you can make an appointment with: The Sexual Assault Crisis Services (SACS) at (812) 855-8900 (counseling services) Confidential Victim Advocates (CVA) at (812) 856-2469 (advocacy and advice services) IU Health Center at (812) 855-4011 (health and medical services)

It is also important that you know that Title IX and University policies require instructors to share any information brought to my attention about potential sexual misconduct, with the campus Deputy Title IX Coordinator or IU’s Title IX Coordinator. In that event, those individuals will work to ensure that appropriate measures are taken, and resources are made available. Protecting student privacy is of utmost concern, and information will only be shared with those that need to know to ensure the University can respond and assist. Visit [stopsexualviolence.iu.edu](https://stopsexualviolence.iu.edu/employee/index.html) to learn more.