I. INTRODUCTION

A. This is a projects oriented course the content of which may change from semester to semester. This semester the course will focus on the historical, developmental and the technique of the video documentary. Students will develop documentaries individually or in group settings as part of the course.

II LEARNING OUTCOMES

Upon successful completion of this course the student will be able to:

A. Discuss the historical development of the television documentary and be able to discuss the major periods and techniques of the documentary.

B. Be able to utilize a variety of resources to develop information for documentary production.

C. Be able to plan and script a documentary.

D. Be able to develop and execute field production plans and schedules.

E. Be able to use post production audio and video equipment to create a finished documentary video tape.

III INSTRUCTIONAL MATERIAL

Text:
The instructional materials identified for this course are viewable through www.ctcd.edu/books

IV COURSE REQUIREMENTS

A. Reading Assignments are to be completed by the assigned dates. Assigned reading will be subject matter for class discussion. Active participation in discussions is expected.

B. Students will conduct background research on the topics of the documentaries outside of class time. Research notes and reports will be handed in on the specified dates.
C. Students will plan, schedule, and conduct interviews and other production activities required to complete documentaries. Assignment grading criteria will be given by the instructor at the time of assignment.

D. Attendance policies are described in the Central Texas College catalogue. Excessive absences will result in loss of credit for the class. Two unexcused absences will preclude the student from attaining an A in the course. Four unexcused absences will preclude the student from attaining a B in the course. Six absences will result in an F for the course.

E. Assignments are due on the date specified by the instructor. Late assignments will be subject to a penalty of 10% of the total point value for each day the assignment is late. All assignments must be submitted to meet requirements for this course. Failure to submit and satisfactorily complete all assignments required in this course as stated in the syllabus will result in a grade of "F" for this course.

F. No class or laboratory assignment may involve the production of illegal, obscene, or indecorous materials.

V. EXAMINATIONS

A. Examinations will be announced by the instructor.
B. The instructor will review material to be covered on each exam in class prior to the exam date.
C. If a student is absent during an exam, a make-up exam will be administered to the student, only if documentation is provided by the student which justifies an excused absence. Unexcused absences during exams will not be entitled to a make-up consideration and will be awarded "0" points for the exam missed. Excused absences will be given for health reasons (doctor's note required), military assignments (Superior's note required), or unavoidable work conflict, if arranged with the instructor prior to the absence.

D. Production of the documentary will serve as a major component of the grade. Level of participation, thoroughness and quality of all aspects of the student's work will be evaluated in assigning the final grade.

E. Unscheduled quizzes will not be given.

VI SEMESTER GRADE COMPUTATION

A. The student's grade for this course is derived from the total points awarded on examinations and the documentary production. The point value assigned to each of these requirements is listed below:
B. The following table denotes the points scored to letter grade scale used for this course:

- 500 - 450 = A
- 449 - 400 = B
- 399 - 350 = C
- 349 - 300 = D
- 299 - 0 = F

VII NOTES AND ADDITIONAL INSTRUCTIONS FROM INSTRUCTOR

A. **Course Withdrawal:** It is the student’s responsibility to officially withdraw from a course if circumstances prevent attendance. Any student who desires to, or must, officially withdraw from a course after the first scheduled class meeting must file a Central Texas College Application for Withdrawal (CTC Form 59). The withdrawal form must be signed by the student.

CTC Form 59 will be accepted at any time prior to Friday of the 12th week of classes during the 16-week fall and spring semesters. The deadline for sessions of other lengths is:

- 10-week session: Friday of the 8th week
- 8-week session: Friday of the 6th week
- 5-week session: Friday of the 4th week

The equivalent date (75% of the semester) will be used for sessions of other lengths. The specific last day to withdraw is published each semester in the Schedule Bulletin.

A student who officially withdraws will be awarded the grade of “W” provided the student’s attendance and academic performance are satisfactory at the time of official withdrawal. Students must file a withdrawal application with the College before they may be considered for withdrawal.

A student may not withdraw from a class for which the instructor has previously issued the student a grade of “F” or “FN” for nonattendance.

B. **Administrative Withdrawal:** An administrative withdrawal may be initiated when the student fails to meet College attendance requirements. The instructor will
assign the appropriate grade on CTC Form 59 for submission to the registrar.

C. Incomplete Grade: The College catalog states, “An incomplete grade may be given in those cases where the student has completed the majority of the coursework but, because of personal illness, death in the immediate family, or military orders, the student is unable to complete the requirements for a course. . .” Prior approval from the instructor is required before the grade of “I” for Incomplete is recorded. A student who merely fails to show for the final examination will receive a zero for the final and an “F” for the course.

D. Cellular Phones and Beepers: Cellular phones and beepers will be turned off while the student is in the classroom or laboratory.

E. American’s With Disabilities Act (ADA): Disability Support Services provide services to students who have appropriate documentation of a disability. Students requiring accommodations for class are responsible for contacting the Office of Disability Support Services (DSS) located on the central campus. This service is available to all students, regardless of location. Explore the website at www.ctcd.edu/disability-support for further information. Reasonable accommodations will be given in accordance with the federal and state laws through the DSS office.

F. Instructor Discretion: The instructor reserves the right of final decision in course requirements.

G. Civility: Individuals are expected to be cognizant of what a constructive educational experience is and respectful of those participating in a learning environment. Failure to do so can result in disciplinary action up to and including expulsion.

VIII COURSE OUTLINE

A. Unit One: The Documentary: An Overview

1. Unit Objectives: Upon successful completion of this unit the student will be able to:

   a. Define documentary as it relates to this course
   b. State at least three types of documentaries
   c. Discuss the similarities and differences between documentaries, narrative, and avant garde film
   d. List at least three purposes documentary film makers have for producing their works
2. **Learning Activities:**

Classroom lecture, viewing of video material.  Read handout material.  Read Kilborn & Izod Chapters 1 & 2; Hampe Chapters 1 & 2

3. **Unit Outline:**

a. Defining the documentary  
b. Types of documentaries  
c. Documentaries as a creative form of film and video  
d. The motivation of the documentarian

B. **Unit Two: Flaherty and Early Documentaries**

1. **Unit Objectives:** Upon successful completion of this unit the student will be able to:
   
a. Discuss the contribution and approach of Robert Flaherty  
b. Discuss the documentary as a tool for ethnographic research  
c. Describe representative documentaries and discuss techniques they exemplify

2. **Learning Activities:**

   Classroom discussion, viewing of video materials, read handout materials.  Read Kilborn & Izod chapters 3 & 4 and Handouts  
   Read Hampe chapter 3

3. **Unit Outline:**

   a. The contributions of Robert Flaherty  
   b. The use of the documentary in anthropological studies.  
   c. "Nanook of the North" and "Monoa"

C. **Unit Three: Research Methods**

1. **Unit Objectives:** Upon successful completion of this unit the student will be able to:
a. List at least ten sources for research materials
b. List research tools available through the CTC library
c. List several sources for information and graphic materials available in Texas

2. Learning Activities:

Classroom discussion, handouts, library tour and directed research activities. Read Hampe chapters 4-7.

3. Unit Outline:

a. The role of research in documentary production
b. The technique of basic research
c. Sources of research materials
d. The CTC library as a research tool
e. Other sources of research

D. Unit Four: Writing the Documentary

1. Unit Objectives: Upon successful completion of this unit the student will be able to:

a. Outline a documentary treatment
b. Script a documentary
c. Storyboard a documentary

2. Learning Activities:

Classroom discussion, handouts, script development. Read Hampe chapters 8-10 Kilborn & Izod chapters 5 & 6.

3. Unit Outline:

a. From research to outline
b. Scripting the documentary
c. Storyboarding the documentary

E. Unit Five: Producing the Documentary

1. Unit Objectives: Upon successful completion of this unit the student will be able to:

a. Videotape interviews for inclusion in documentaries
b. Plan and conduct field production for documentaries

c. Assemble documentaries using post production equipment

d. Use critical evaluation skills to analyze completed documentaries

2. **Learning Activities:**

   Classroom discussion, field production, post production, class evaluation of final products. Read Hampe chapters 11-22, Kilborn & Izod chapter 8.

3. **Unit Outline:**

   a. Interviews in documentaries
   b. Documentary field production techniques
   c. Post production and the documentary
   d. The process and technique of critical analysis

F. **Unit Six: Post Production**

1. **Unit Objectives:** Upon successful completion of this unit the student will be able to:

   a. Demonstrate editing techniques required for development of the documentary.
   b. Explain the need for final narrative writing and demonstrate an ability to produce the final narrative.
   c. Describe the steps required to finish the documentary.

2. **Learning Activities:**

   Classroom discussion, handouts, production. Read Hempe chapters 23-25, Kilborn & Izod chapters 7 & 9.

3. **Unit Outline:**

   a. Editing the documentary.
   b. Developing the final narrative.
   c. The final steps.
   d. Final thoughts.
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<thead>
<tr>
<th>Week of</th>
<th>Class Topic and Reading Assign.</th>
<th>Production Assignment</th>
</tr>
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<tbody>
<tr>
<td>Jan. 14</td>
<td>An Introduction to the Course</td>
<td>Read Handouts and discuss</td>
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<td>Jan. 21</td>
<td>An Introduction to Documentary Production</td>
<td>Read Kilborn &amp; Izod, chpts 1 &amp; 2</td>
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<td>Reality &amp; The Documentary</td>
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<td>Hampe chpts 1 &amp; 2</td>
<td>(Impressionist Docu.)</td>
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<td>The History of Documentary</td>
<td>Documentary 2</td>
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<td>(A Day in the Life)</td>
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<td>Feb. 11</td>
<td>Preparing the Documentary</td>
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<td>Writing the Documentary</td>
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Course:  COMM 2326
    Practicum Electronic Media Special Projects/Documentary

Semester:

Year:

STUDENT STATEMENT

I, ____________________, hereby certify the instructor    (please print)

has fully explained the requirements and objectives of this

course. I understand my responsibilities regarding class

attendance and assignments.

Student Signature