



PHO 209 Introduction to Video
TR 3 - 5:50pm
Wathena Temple Arts Room 207
COURSE SYLLABUS: Fall 2015

Instructor: Leigh Merrill, Assistant Professor of Art
Office Location: Journalism Room 300
Office Hours: Tuesday and Thursday 2:00 – 3:00pm
University Email Address: leigh.merrill@tamuc.edu

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| COURSE INFORMATION |
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Materials – Textbooks, Readings, Supplementary Readings:

Due to the rising cost of photo textbooks that are outdated by the time of publication, there is no mandatory text.

Optional Textbooks

Adobe Photoshop CS6 Classroom in a Book, Adobe Creative Team
Adobe Premiere Pro CS6 Classroom in a Book, Adobe Creative Team
Lynda.com online tutorials
Video Art, Michael Rush

Course Description:

This is an intensive semester-long course in which students will learn the basic technical and conceptual skills of working with video. Students will create group and individual projects. Utilizing still images and moving images, students will build a video-based portfolio by the end of the course.

Student Learning Outcomes:

At the conclusion of this course students should be able to demonstrate competence the following:

- Digital video capture
- Editing of video in Photoshop CS6 and Premiere Pro CS6
- Effective critique by participation in critical evaluation regarding your own work and the work of others
- Collaborative working methods through group video assignments
- Individual working methods through individual video assignments
- A video-based portfolio

COURSE REQUIREMENTS

Instructional / Methods / Activities

This course will consist of a series of photographic and video assignments and exercises to assist you in achieving the objectives of this course. Each class will consist of a combination of some or all of the following activities:

- Technical lectures by instructor on photographic and video techniques and software
- Lectures by instructor on video artists
- Critiquing of course assignments
- Discussion and course topics
- Studio time to work on individual and group assignments
- Individual meetings (student/ instructor meetings to discuss assignments and progress)

As a studio art course, you should always come prepared to work on assignments. In addition to designated studio works days, there is the possibility for individual studio work time at the end of each class.

Grading

Final grades in this course will be based on the following scale:

A = 90%-100%

B = 80%-89%

C = 70%-79%

D = 60%-69%

F = 59% or Below

Assessment:

Participation in class assignments, discussions, and critiques 10%

Group Assignments 30%

Individual Projects 45%

Exams 15%

TECHNOLOGY / MATERIAL REQUIREMENTS

Students will have access to Macintosh computers in the Wathena Temple lab with software needed to complete assignments and exercises. However, it will be your responsibility to find times to utilize the lab outside of class time to complete projects.

Students will need to provide the following:

- **DSLR video camera**
Note: Cameras are available from the 3rd Floor of Journalism Check-Out for student's use; if you intend to use the Universities' cameras, use should plan in advance to avoid delays or related problems with availability of equipment.
- **An external hard drive:** 500 GB or 1TB recommended.
- **Tripod**
- **Adobe Photoshop CC and Adobe Premiere Pro CC** (if you don't want to be dependent on lab times)
- **Various Materials as needed for individual and group projects**

UNIVERSITY TECHNOLOGY REQUIREMENTS

University Technology Requirements:

- To fully participate in online courses you will need to use a current Flash enabled browser. For PC users, the suggested browser is Google Chrome or Mozilla Firefox. For Mac users, the most current update of Firefox is suggested.
- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
 - 512 MB of RAM, 1 GB or more preferred
 - Broadband connection required courses are heavily video intensive
 - Video display capable of high-color 16-bit display 1024 x 768 or higher resolution
- You must have a:
 - Sound card, which is usually integrated into your desktop or laptop computer
 - Speakers or headphones.
 - *For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.
- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: [JAVA web site](http://www.java.com/en/download/manual.jsp)
<http://www.java.com/en/download/manual.jsp>
- Current anti-virus software must be installed and kept up to date.
- Run a browser check through the Pearson LearningStudio Technical Requirements website. [Browser Check](http://help.ecollege.com/LS_Tech_Req_WebHelp/en-us/#LS_Technical_Requirements.htm#Browse)
http://help.ecollege.com/LS_Tech_Req_WebHelp/en-us/#LS_Technical_Requirements.htm#Browse

Running the browser check will ensure your internet browser is supported.

Pop-ups are allowed.

JavaScript is enabled.

Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
 - [Adobe Reader](https://get.adobe.com/reader/) <https://get.adobe.com/reader/>
 - [Adobe Flash Player \(version 17 or later\)](https://get.adobe.com/flashplayer/) <https://get.adobe.com/flashplayer/>
 - [Adobe Shockwave Player](https://get.adobe.com/shockwave/) <https://get.adobe.com/shockwave/>
 - [Apple Quick Time](http://www.apple.com/quicktime/download/) <http://www.apple.com/quicktime/download/>
- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.
- For additional information about system requirements, please see: [System Requirements for LearningStudio](https://secure.ecollege.com/tamuc/index.learn?action=technical)
<https://secure.ecollege.com/tamuc/index.learn?action=technical>

ACCESS AND NAVIGATION

Pearson LearningStudio (eCollege) Access and Log in Information

This course will be facilitated using Pearson LearningStudio, the learning management system used by Texas A&M University-Commerce. To get started with the course, go to [myLeo](http://www.tamuc.edu/myleo.aspx). <http://www.tamuc.edu/myleo.aspx>

You will need your CWID and password to log in to the course. If you do not know your CWID or have forgotten your password, contact Technology Services at 903.468.6000 or helpdesk@tamuc.edu.

It is strongly recommended that you perform a "Browser Test" prior to the start of your course. To launch a browser test, login to Pearson LearningStudio, click on the "My Courses" tab, and then select the "Browser Test" link under Support Services.

Pearson Learning Studio Student Technical Support

Texas A&M University-Commerce provides students technical support in the use of Pearson LearningStudio.

Technical assistance is available 24 hours a day/ 7 days a week.

If at any time you experience technical problems (e.g., you can't log in to the course, you can't see certain material, etc.) please contact the Pearson LearningStudio Help Desk, available 24 hours a day, seven days a week.

The student help desk may be reached by the following means 24 hours a day, seven days a week.

- **Chat Support:** Click on '*Live Support*' on the tool bar within your course to chat with a Pearson Learning Studio Representative.
- **Phone:** 1-866-656-5511 (Toll Free) to speak with Pearson Learning Studio Technical Support Representative.
- **Email:** helpdesk@online.tamuc.org to initiate a support request with Pearson LearningStudio Technical Support Representative.

Accessing Help from within Your Course: Click on the '*Tech Support*' icon on the upper left side of the screen inside the course. You then will be able to get assistance via online chat, email or by phone by calling the Help Desk number noted below.

Note: Personal computer problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, an Internet cafe, or a bookstore, such as Barnes & Noble, etc.

Policy for Reporting Problems with Pearson LearningStudio

Should students encounter Pearson LearningStudio based problems while submitting assignments/discussions/comments/exams, the following procedure **MUST** be followed:

1. Students must report the problem to the help desk. You may reach the helpdesk at helpdesk@online.tamuc.org or 1-866-656-5511
2. Students **MUST** file their problem with the helpdesk and obtain a helpdesk ticket number
3. Once a helpdesk ticket number is in your possession, students should email me to advise me of the problem and to provide me with the helpdesk ticket number
4. At that time, I will call the helpdesk to confirm your problem and follow up with you

PLEASE NOTE: Your personal computer/access problems are not a legitimate excuse for filing a ticket with the Pearson LearningStudio Help Desk. You are strongly encouraged to check for compatibility of your browser **BEFORE** the course begins and to take the Pearson LearningStudio tutorial offered for students who may require some extra assistance in navigating the Pearson LearningStudio platform. **ONLY** Pearson LearningStudio based problems are legitimate.

Internet Access

An Internet connection is necessary to participate in discussions and assignments, access readings, transfer course work, and receive feedback from your professor. View the requirements as outlined in Technology Requirements above for more information.

myLeo Support

Your myLeo email address is required to send and receive all student correspondence. Please email helpdesk@tamuc.edu or call us at 903-468-6000 with any questions about setting up your myLeo email account. You may also access information at [myLeo](https://leo.tamuc.edu). <https://leo.tamuc.edu>

Learner Support

Go to the following link [One Stop Shop](http://www.tamuc.edu/admissions/onestopshop/)- created to serve you by attempting to provide as many resources as possible in one location.

Go to the following link [Academic Success Center](http://www.tamuc.edu/campusLife/campusServices/academicSuccessCenter/)- focused on providing academic resources to help you achieve academic success.

FREE MOBILE APPS

The Courses apps for phones have been adapted to support the tasks students can easily complete on a smaller device. Due to the smaller screen size course content is not presented.

The Courses app is free of charge. The mobile Courses Apps are designed and adapted for different devices.

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|  | App Title: | iPhone – Pearson LearningStudio Courses for iPhone Android – LearningStudio Courses - Phone |
| | Operating System: | iPhone - OS 6 and above Android – Jelly Bean, Kitkat, and Lollipop OS |
| | iPhone App URL: | https://itunes.apple.com/us/app/pearson-learningstudio-courses/id977280011?mt=8 |
| | Android App URL: | https://play.google.com/store/apps/details?id=com.pearson.lsphone |

Once downloaded, search for Texas A&M University-Commerce, and it should appear on the list. Then you will need to sign into the myLeo Mobile portal.

The Courses App for Android and iPhone contain the following feature set:

- View titles/code/Instructor of all Courses enrolled in online
- View and respond to all discussions in individual Courses
- View Instructor Announcements in individual Courses
- View Graded items, Grades and comments in individual Courses
- Grade to Date
- View Events (assignments) and Calendar in individual Courses
- View Activity Feed for all courses

- View course filters on activities
- View link to Privacy Policy
- Ability to Sign out
- Send Feedback

COMMUNICATION AND SUPPORT

Interaction with Instructor Statement:

Please contact me through email.

Email: leigh.merrill@tamuc.edu

Office Hours: By appointment on TR 2 – 3 pm.

****Please contact me one day in advance to schedule an appointment.**

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures:

Procedures & Policies for Submission of assignments

- A. All work must have been created this semester for this class only.
- B. *Due Date:* All assignments are due on the date and time given by the instructor at the beginning of class. Any work that is late will be reduced by one letter grade. Assignments will not be accepted if they are more than a week late.

Attendance:

Attendance is required and is recorded at all class and lab meetings. Every student will be responsible for all information given during scheduled class and lab times.

Studio Work Days are built into the semester to allow time for completion of assignments with additional instructor help. Attendance is taken on Studio Work Days.

Note: A total of 4 absences from any class meetings (lecture or lab) will result in a failing grade ("F") for the course and you will be dropped from the class. Excused absences are listed under Class Attendance (A13.02) in the A&M-Commerce Procedures. Verifiable excuses for absences must be turned in to the instructor.

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures:

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See current Student Guidebook).

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: [Netiquette http://www.albion.com/netiquette/corerules.html](http://www.albion.com/netiquette/corerules.html)

ADA Statement

Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Texas A&M University-Commerce

Gee Library- Room 132

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: Rebecca.Tuerk@tamuc.edu

Website: [Office of Student Disability Resources and Services](http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

Nondiscrimination Notice

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

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| COURSE OUTLINE / CALENDAR |
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The Instructor reserves the right to make adjustments and changes to this syllabus and calendar. Any changes will be mentioned in class or via email.

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| Week 1 | 9/1 | Introduction to Class / Review of Syllabus Introduction: Individual Project 1 Time Lapse and Sequencing |
| | 9/3 | Lecture/Demo: DSLR Camera review for still photography, Basic Photoshop and Bridge Review Bring your cameras |
| Week 2 | 9/8 | Lecture/Demo: Creating a simple time lapse/photo sequence in Photoshop, Time Lapse, Inserting Audio into Photoshop, Exporting Video (general review of file types, platforms and other exporting considerations) Bring Files from in class exercise on 9/3 |
| | 9/10 | Lecture/Demo: Review of time lapse and sequencing in Photoshop |
| Week 3 | 9/15 | Critique: Individual Project 1: Time Lapse and Sequencing |
| | 9/17 | Introduction: Group Video Project: Narrative Lecture/Demo: DSLR Camera video: how to set up camera for video, tripods, other shooting considerations, in camera audio, external audio |
| Recommended Event: Kehinde Wiley: A New Republic at the Modern at Museum of Fort Worth, Sept 20 – Jan 10 | | |
| Recommended Event: Bani Abidi, Dallas Contemporary, Sept 20 – Dec 21 | | |
| Week 4 | 9/22 | Lecture/Demo: Video Workflow: file organization Video editing in Photoshop: importing video, adding clips, using the timeline, shortening video, adjustment layers and masking, exporting. Storyboards |
| | 9/24 | Class cancelled for SPE Regional Conference in Oklahoma City, OK |

Week 5 9/29 **Open Studio:** Work Day

10/1 **Critique:** Group Project 1
Introduction: Experimental Video Project

Week 6 10/6 **Lecture/Demo:** Intro to Premiere Pro video editing. Folder organization, creating a project, workspace navigation, importing clips, creating sequences, tools, cutting/shortening clips, video transitions, previewing video, exporting video

10/8 **Open Studio:** Work Day

Recommended Event: International Pop, Dallas Museum of Art, October 11 – Jan 17

Week 7 10/13 **Lecture/Demo:** Review of Premiere Pro Topics / Open Studio

10/15 **Lecture/Demo:** Review of Premiere Pro Topics / Open Studio

Recommended Event: Aurora Dallas, Dallas Arts District, October 16, 7pm – 2am, Outdoor light, video and audio event, <http://dallasaurora.com/>

Week 8 10/20 **Lecture/Demo:** Review of Premiere Pro Topics / Open Studio

Recommended Event: Alec Soth in conversation with Anne Tucker at University of Texas Arlington, 7pm

10/22 **Critique:** Individual Project 2
Introduction to Project 3: Group Documentary Video Project

Week 9 10/27 **Mid Term**

10/29 **Lecture/Demo:** Intro to Audition

Week 10 11/3 **Lecture/Demo:** TBA / Open Studio

11/5 **Lecture/Demo:** TBA / Open Studio

Week 11 11/10 **Open Studio:** Work Day

11/12 **Open Studio:** Work Day

Week 12 11/17 **Critique:** Group Video Project: Documentary
Introduction: Individual Project: Final Project

11/19 **Open Studio:** Work Day

Week 13 11/24 **Open Studio:** Work Day / Individual Meetings to discuss storyboards for Final Projects

11/26 **No Class - Thanksgiving Holiday**

Week 14 12/1 **Open Studio:** Work Day

12/3 **Review for Final Exam**

Week 15 12/8 **Final Exam**

12/10 **Critique:** Final Project

RESOURCES

Photo and Video Resources:

Competitive Camera, Dallas

Fort Worth Camera

Arlington Camera

B&H Photo Video, <http://www.bhphotovideo.com>

Adorama, <http://www.adorama.com>

Freestyle, <http://www.freestylephoto.biz>

Calumet Photo, <http://www.calumetphoto.com>

A good resource to compare cameras is DP Review: <http://www.dpreview.com/>

External Hard Drive Resources

Harddrives and flash drives are sold at many local and online retailers, electronic and computer stores.

Wal-mart

NewEgg, <http://www.newegg.com>

Fry's Electronics

Best Buy

General Photograph Resource:

<https://www.aclu.org/free-speech/know-your-rights-photographers>