Required Reading:
Media Composer 6: Part 1 - Editing Essentials (Avid Learning) [Paperback]
http://www.amazon.com/Media-Composer-Editing-Essentials-Learning/dp/1133727980/ref=sr_1_4?ie=UTF8&qid=1346114330&sr=8-4&keywords=avid+certification

Please Note: This text is available as an e-book through the UAF library

Media Composer 6: Part 2 Effects Essentials (Avid Learning) [Paperback]
http://www.amazon.com/Media-Composer-Effects-Essentials-Learning/dp/1133788882/ref=pd_bxgy_b_img_y

Course Description:
JRN F290 Digital Video Editing
3 Credits
Offered As Demand Warrants

Introduction to the technical and aesthetic aspects of non-linear digital video editing. Students will go from little or no experience in non-linear editing to being comfortable with some of the advanced editing techniques. Address motion picture editing theories that are not bound to time or specific editing technology. Special fees apply. Cross-listed with FLM F290. (3+0)

How does this course fit into the broader curriculum?
A large part of the video storytelling process occurs in how a project is edited. This course equips students with the skills necessary to take command of their editing software and use it to bring to life the story concepts in their head.

What proficiencies must I have to undertake this course?
There are no prerequisites for this course. Students with no film experience or years of experience will gain from their participation in the course.

Course Goals:
Upon successful completion of the course, students will be expected to have an intermediate to advanced knowledge of how to technically and artfully edit videos on AVID.

Student Learning Outcomes:
Upon successful completion of this course, students will be able to:

1. Edit footage acquired from a variety of sources
2. Take advantage of some advanced editing features
3. Tell a good story using images and audio
**Instructional Methods:**
This course will be taught through lectures, class activities and editing outside of class.

**Building Access:**
Access to the Journalism computer lab is virtually 24/7 with your Polar Express card. As long as you can get into the Bunnell Building, you can access the lab. You can remain in the lab after the building has closed. The lab is not open to students when classes are meeting in the lab. Those times will be posted on the lab door. If you are in the lab when a class is about to begin, you will be asked to leave. Note that some classes meet only occasionally in the lab and professors do their best to post those times on the door in advance of the class meeting time.

Bunnell Building hours vary. Note that sometimes the south entrance by the Journalism Department is locked while one or both of the north entrances by the flags are open, so try the other doors if you cannot enter through the south entrance.

**Expectations of Students:**
1. Push yourself to do your best work for this class. If you don’t do your best work now, when will you do it? Remember who writes your recommendation letters.
2. Arrive to class on time. Tardiness will result in a reduced grade (see “Attendance/Tardiness” below) and may prevent you from taking quizzes.
3. Make sure your cell phones are on silent.
4. Laptops are allowed in class, however I reserve the right to close your laptop if I suspect you are using it for non-class-related purposes regardless of whether or not I have evidence to support that suspicion.
5. Come to class prepared, having completed the required homework and ready to participate in class discussions.
6. Attend every class. Unexcused absences will result in a reduced grade (see “Attendance/Tardiness” below).
7. Participate in every class.
8. Check your Blackboard e-mail every weekday.
9. Respect your peers. Support and encourage them and offer constructive criticism of their projects.
10. Ask questions during or after class when you do not understand something or are having a problem. If you don’t understand something, chances are at least some of your peers don’t understand it either.
11. Take notes.
12. If you are having a problem outside of class that is affecting your ability to perform in this class, please let me know as soon as you can. You do not need to disclose the details of your situation. Although doing well in college is very important and you need to work hard, do not let the pressure overwhelm you. Your personal health and sanity are more important than good marks. I consider myself a very easy person to talk to and encourage you to come speak to me if you need to discuss issues course-related or otherwise.
Grading:
Attendance/Tardiness: 11,200 Points (400 Points/class)

“Eighty percent of success is showing up.”
—Woody Allen

Attending each class is work 400 points. Each unexcused absence in this class will reduce your final grade. If you have six or more unexcused absences, then you will automatically fail the course REGARDLESS of if your other grades were high enough to allow you to pass the course.

Excused absences will not affect your attendance grade (though you will lose the extra credit). An excused absence is when you have notified me before class that you will not be able to make it to class for a valid reason: sick, personal emergency or anything that would justify an absence from work. “I’m too busy” or “I can’t find a ride to class” are not valid reasons for missing class.

You must notify me BEFORE class for an absence to be excused. Telling me hours or days later why you missed class will not excuse the absence. Treat this class like a job. If you don’t show up to work and don’t call in, you get fired. The only exception to this rule is that I will accept a doctor’s note up to a week after you return to class as an excuse for an absence.

Students who have zero absences (excused or unexcused) and no tardies will receive 2,000 points of extra credit on their final grade. Having a single absence or tardy for any reason will remove this extra credit.

Make sure to contact me after an absence to see what announcements or assignments you missed. I recommend you ask a fellow student for a copy of their notes from that class. If class is cancelled, you will receive full points for that day.

“Twenty percent of success is showing up…on time.”
—Robert Prince

Because coming late to class disrupts class, at times can force us to wait for you and can mean missing important announcements, arriving late to class will earn you only 300 points for attendance that day. Redefine “on time” to class in your mind to mean “five minutes early.” If you do arrive to class late, it is YOUR responsibility to see me after class to make sure I mark you as present and let you know about any announcements I may have made that day. If you do not see me after class, you may end up receiving zero points instead of 300 points.

Notes: 5,600 Points (200 Points/week)
You are required to take notes in this class. Every two weeks I will ask to see everyone’s notes from the past lectures. For each lecture I expect to see at least ½ page of notes.

Quizzes: 10,000 Points (1,000 Points each)
Cover the material in the course lectures and readings. If you miss a pop quiz, it can only be made up if your absence was excused and it must be made up before you return to class. If you are late to class the day of a pop quiz, you cannot take it unless your tardy was excused.

Basic Editing Assignment: 7,000 Points
Assemble a video that demonstrates your ability to do basic editing in AVID.
Intermediate Editing Assignment: 12,000 Points
   Assemble a video that demonstrates your ability to do moderately complex editing in AVID.

Editing Essentials Exam: 20,000 Points
   Cover the material in the lectures and the Editing Essentials textbook.

Effects Essentials Exam: 10,000 Points
   Cover the material in the lectures and the chapters of the Editing Essentials textbook we covered in class.

Final Project: 24,200 Points
   This will be a short video that demonstrates proficiency with the aesthetics and technology of non-linear editing.

Total Points Possible: 100,000

Grading Guidelines:
A: An honor grade that indicates originality and independent work, mastery of the subject and the satisfactory completion of more work than was regularly required. To get an “A,” students in my classes need to impress me with the quality of work they have done on an assignment and go beyond what I asked for in the assignment.
   94%-100% = A, 90%-93% = A-

B: Indicates outstanding ability above the average level of performance. To get a “B,” students in my classes need to do exactly what I asked for in the assignment and do it well. A “B” is a good grade in my classes and means you are doing well on what is required for the course.
   87%-89% = B+, 84%-86% = B, 80%-83% = B-

IMPORTANT GRADING POLICY INFORMATION

Implications of the Grade of ‘C’ (and below) for letter-graded undergraduate courses that are:
   --Prerequisites for other courses, or
   --Degree major requirements, or
   --Core courses

C+ (2.3): Satisfactory to Fair: satisfactory level of performance, with some mastery of material.
C (2.0): Average: satisfactory level of performance and level of competency in the subject. A minimum grade of ’C’ (2.0) is required for all prerequisites and major courses.
C- (1.7): Barely satisfactory: Minimum grade required for all Core (X) Courses. A grade of C- (1.7) in a class that is a prerequisite for another class or in a class required for a student's major will result in the student being required to retake the class.
   77%-79% = C+, 74%-76% = C, 70%-73% = C-

D+ (1.3); D (1.0); D- (0.7): Below Average: Fair to poor level of competency in the subject matter. A grade of D+, D or D- in a Core (X) class will
automatically require the student to retake the class to receive core credit, starting Fall 2011.  
67%-69% = D+, 64%-66% = D, 60%-63% = D-

F: Indicates failure to meet lowest standards. To get an “F,” students in my classes will have missed major elements of the assignment and/or the content will be all—or nearly all—of poor quality.  
0%-59% = F

For additional grading policy information, see the UAF Catalog.

**Course Policies:**
Late work or quizzes will be docked 15% plus an additional 15% for each class period that elapses after the due date. Backup your work, reserve video equipment and work ahead of deadlines so you can avoid these problems. If you miss the midterm exam, you will need documentation proving the legitimacy of your absence to avoid the 15% grade reduction.

Projects can be redone only if there is sufficient evidence that a requirement(s) of the assignment was described in a way that a reasonable adult would find confusing or ambiguous and that unclear element of the assignment directly related to the student’s reduced grade. Not paying attention to the requirements of the assignment is not an excuse for doing the assignment improperly.

All work must comply with the University of Alaska Fairbanks policies on student conduct found online at [www.uaf.edu/catalog/current/academics/regs3.html](http://www.uaf.edu/catalog/current/academics/regs3.html). All work must be original productions for this course and plagiarism will result in a zero for the assignment, a possible F for the class, and potentially further academic discipline. Ignorance of what it means to plagiarize will not be an excuse from punishment. If you have questions about plagiarism, contact me before you hand in the assignment.

I will make reasonable accommodations for individuals with documented disabilities. Notify me within the first two weeks of the semester if you have any special needs.

**Support Services:**
I will make reasonable accommodations for individuals with documented disabilities, for example, providing an in-class note taker, providing a quiet and solitary test-taking environment, or other reasonable accommodations in line with your documented needs. Disability services will provide you with documentary indicating what kind of assistance you need and, based on that evidence, I will implement that assistance to the best of my abilities. Notify me within the first two weeks of the semester if you have any special needs.

The departments listed below provide resources for students with disabilities, help writing papers, and help preparing for class presentations:
About Disability Services
At UAF Disability Services, our goal is to provide UAF students with access to academic classes and course materials through an interactive accommodation process.
UAF Disability Services provides accommodations to students on the Fairbanks campus as well as on the Bristol Bay, Chukchi, Interior Aleutians, Kuskokwim, Northwest, Community Technical College (CTC), Center For Distance Education (CDE), and College for Rural and Community Development (CRCD) campuses.
Students using community campuses or distance learning programs should contact Disability Services via telephone, fax, e-mail, U.S. postal mail, or in person to request and arrange for accommodations.
We enjoy supporting individuality, promoting independence and celebrating graduations.

Writing Center
Dept. Of English
801 Gruening Bldg.
(907) 474-7193
faengl@uaf.edu

The Writing Center is a student-staffed, student-oriented service of the English Department. Our tutors, English Department teaching assistants and a few outstanding undergraduate students, can assist you in all phases of the writing process, including the following:

- Brainstorming and generating topics
- Organizing ideas
- Developing research strategies
- Use of citation styles -- MLA, APA, and Chicago
- Editing for clarity and correctness

We collaborate with each student on a one-to-one basis, and we will work with students at any phase of the writing process -- planning, drafting, revising. We can also help writers discover ways of improving grammar, mechanics, and punctuation.
Tutorials. Tutorial appointments at the Writing Center are 30 minutes long, and we encourage you to call or stop by to make an appointment. Walk-in sessions are often available, but in the last half of the semester we are often booked.
Fax Tutoring. We provide a fax tutoring service for students enrolled in the College of Rural and Community Development (CRCD). Students can fax their papers to us (1-800-478-5246), and they will have a telephone tutorial with a tutor at a designated time. We offer fax tutorials Monday through Thursday evenings and Sunday afternoons. Phone the Writing Center (907/474-5314) to make an appointment.
What is the Speaking Center?
The Speaking Center is a student-oriented service provided to facilitate preparing public presentations. Students can receive coaching in refining their presentation topic, in organizing their presentation effectively, and in practicing their presentation. The Center makes it possible to digitally record and to watch one's practice presentation, receiving constructive feedback from a Speaking Center coach.

Who can use the Speaking Center?
The Speaking Center is available to all students currently enrolled at UAF or at TVC.

Scheduling Procedures
Please call 474-5470 or e-mail fyspeak@gmail.com to schedule an appointment at the Speaking Center. Walk-ins are welcome, however, students can be served only if there are openings. Individuals may schedule the Center's practice room daily any time prior to Speaking Center hours.

About Your Professor:
I grew up in East Lansing, Michigan and graduated from Calvin College with a B.A. in Telecommunications. After college I went to work in Chicago for Kurtis Productions, producers of the Investigative Reports series on A&E. I then was hired as a Producer/Director for the PBS affiliate in Grand Rapids, Michigan where I directed live and pre-recorded programs for local broadcast. In 2000 I went back to Calvin to run the video production department. While working there, I earned my M.A. from Michigan State University in Telecommunication, Information Studies and Media.

In 2005 I moved to Fairbanks to teach video production and documentary filmmaking in the Journalism Department at the University of Alaska Fairbanks.

Want more video classes? Check these out:

**JRN F280 Video Storytelling (h)**
3 Credits / Offered Fall / Prof. Prince
Basics of digital video production technology, composition, audio, lighting and editing as it relates to primarily non-fiction filmmaking. Students will conclude the course by producing their own short videos. Special fees apply. (Cross-listed with FLM F280.) (3+0)

**JRN/FLM F292 Hands on Documentary Production**
3 Credits / Maymester / Prof. Prince
Production of a short video documentary from start to finish on a subject to be announced. The class will work collectively to produce the film. Students will have the opportunity to work in
various positions from director, producer, camera operator, sound, editing, etc. Special fees apply. (Cross-listed with FLM F290.) (3+0)

JRN F480 Documentary Filmmaking (h)
3 Credits / Offered Spring / Prof. Prince
Basics of hands-on documentary filmmaking techniques, including preproduction, production and postproduction. Different documentary filmmaking directing styles and the process of distributing a documentary. Each student will produce a short documentary as the capstone of the course. Special fees apply. Prerequisites: JRN F280 or permission of instructor. (3+0)

How do I log on to Journalism Lab Computers?
- If you’re sitting at the logon screen, click “Other” to login.
- If “Other” is unavailable, wait 10-15 seconds and it will pop up.
- Use your UA Credentials (UA Username & password) to log in.
- You will be prompted to enter your UA Credentials again to mount your Lab Shares – you can choose to do this or “cancel”.

“UA Credentials”? What’s that?
- Your UA Username & password are used for a variety of services at UAF, including UAF email through Gmail, Blackboard & ELMO.
- Not sure of your UA Credentials? At the computer logon screen, use the “JRNLABS” account to log in. Your instructor can provide you with the password. This is a shared account and does not provide the privacy of your individual account BUT it provides you with the exact same access to all programs. From here, use an Internet Browser to visit https://elmo.alaska.edu to reset your password or Blackboard / UAF Email to “check” that the password you’re using is correct.
- DO NOT continue to “guess” the password. You will lock yourself out of your accounts which requires OIT to reset. In most cases when students can’t login, it’s because they’ve forgotten their password is case sensitive or they’ve forgotten the password altogether.
- Are you logged into your UA account but it looks different than other students? Contact Jason Lazarus in Bun 114 or at 474-6020.

Questions? Contact Jason Lazarus in Room 114, or 474-6020, for further assistance.
<table>
<thead>
<tr>
<th>DATE:</th>
<th>SUBJECT:</th>
<th>ASSIGNMENT DUE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>WEEK 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>JULY 7</td>
<td>INTRODUCTION TO THE COURSE</td>
<td></td>
</tr>
<tr>
<td>JULY 9</td>
<td>EXPLORING THE INTERFACE &amp; PREPARING TO EDIT</td>
<td>EDITING ESSENTIALS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CHAPTER 1</td>
</tr>
<tr>
<td>WEEK 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>JULY 14</td>
<td>ASSEMBLING A BASIC SEQUENCE / INGESTING FILE-</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BASED MEDIA</td>
<td>EDITING ESSENTIALS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CHAPTER 2 / EDITING ESSENTIALS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CHAPTER 3</td>
</tr>
<tr>
<td>JULY 16</td>
<td>MANUAL TIMELINE EDITING</td>
<td>EDITING ESSENTIALS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CHAPTER 4</td>
</tr>
<tr>
<td>WEEK 3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>JULY 21</td>
<td>VIEW PROJECTS</td>
<td>ASSIGNMENT #1: BASIC EDITING</td>
</tr>
<tr>
<td></td>
<td></td>
<td>EDITING ESSENTIALS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CHAPTER 5</td>
</tr>
<tr>
<td>JULY 23</td>
<td>REFINING &amp; MIXING AUDIO</td>
<td>EDITING ESSENTIALS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CHAPTER 6</td>
</tr>
<tr>
<td>WEEK 4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>JULY 28</td>
<td>CUSTOMIZING MEDIA COMPOSER / INTRODUCTION</td>
<td>EDITING ESSENTIALS</td>
</tr>
<tr>
<td></td>
<td>TO MULTI-CAMERA EDITING</td>
<td>CHAPTER 7 / EDITING ESSENTIALS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CHAPTER 8</td>
</tr>
<tr>
<td>JULY 30</td>
<td>CREATING QUICK TITLES &amp; BASIC TRANSITIONS /</td>
<td></td>
</tr>
<tr>
<td></td>
<td>PREPARING FOR OUTPUT AND EXPORTING A FILE</td>
<td>EDITING ESSENTIALS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CHAPTER 9 / EDITING ESSENTIALS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CHAPTER 10</td>
</tr>
<tr>
<td>WEEK 5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AUGUST 4</td>
<td>VIEW PROJECTS</td>
<td>ASSIGNMENT #2: INTERMEDIATE EDITING</td>
</tr>
<tr>
<td></td>
<td></td>
<td>/ EXAM #1: AVID EDITING ESSENTIALS</td>
</tr>
<tr>
<td>AUGUST 6</td>
<td>INTRO TO AUDIO EFFECTS</td>
<td>EFFECTS ESSENTIALS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CHAPTER 1</td>
</tr>
<tr>
<td>WEEK 6</td>
<td>INTRO TO VIDEO EFFECTS</td>
<td>EFFECTS ESSENTIALS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CHAPTER 2</td>
</tr>
<tr>
<td>AUGUST 11</td>
<td>CORRECTIVE EFFECTS</td>
<td>EFFECTS ESSENTIALS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CHAPTER 3</td>
</tr>
<tr>
<td>AUGUST 13</td>
<td>VIEW FINAL PROJECTS</td>
<td>FINAL PROJECTS / EXAM #2: AVID EFFECTS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ESSENTIALS</td>
</tr>
</tbody>
</table>