

**PRODUCING THE SHORT SYLLABUS  
SPRING SEMESTER 2008**

**Course #67050**

**2.0 credits towards Master's Degree**

**ROOM 508 (unless otherwise noted)**

Fridays – 2 hours per class, 1 class each Friday on a rotating basis  
Split up into 5 groups total.

Each group will be broken up into 2 sections each (A and B) so there are 7 people presenting their assignment material during a each class – we can move through the material faster and give more individual attention.

Each group when listed in **bold** means they are presenting their own work during that class session.

There are additional lectures during the semester to go over specific topics – Introduction, Mayor's Office/Risk Management and "Reality Check".

Assignment #1 Script Breakdown/Location list

Assignment #2 Budget/Logistics

Assignment #3 Shot list/Schedule

Class topic #1 Script breakdown/Production Guide

Class topic #2 Budget/Production Agreements

Class topic #3 DP Reels/Hiring Crew

Class topic #4 Locations/Tech Scout/Student Production stories

Class topic #5 SAG/Shooting Ratio/Set Protocols

Class topic #6 Shot list/Scheduling

**Maureen Ryan, Production Coordinator**

**Email: hop1984@earthlink.net**

**Email for appointments**

**SEMESTER CLASS SCHEDULE**

January 25	11.30am-12.30pm	ALL ATTEND IN ROOM 511 Introduction to the class How it works/Sections/ Assignments Discussion about Producing during Script Rewrite
February 1	1pm-3pm 3pm-5pm Assignment #1	<b>Section 1A/1B</b> <b>Section 2A/2B</b>

	Class topic #1	
February 8	1pm-3pm 3pm-5pm Assignment #1 Class topic#1	<b>Section 3A/3B</b> <b>Section 4A/4B</b>
February 15	1pm-3pm 3pm-5pm Assignment #1 Class topic #2	<b>Section 1A/1B</b> <b>Section 2A/2B</b>
February 22	1.00pm-3.00pm	ALL ATTEND IN ROOM 511 Risk Management & Mayor's Office of Film, Theatre & Broadcasting presentations
February 29	1pm-3pm 3-5pm Assignment #1 Class topic #2	<b>Section 3A/3B</b> <b>Section 4A/4B</b>
March 7	1pm-3pm 3pm-5pm Assignment #2 Class topic #3	<b>Section 1A/1B</b> <b>Section 2A/2B</b>
March 14	1pm-3pm 3pm-5pm Assignment #2 Class topic #3	<b>Section 3A/3B</b> <b>Section 4A/4B</b>
March 21	<b>No class (School Vacation)</b>	
March 28	11.00am-1pm 1pm-3pm Assignment #2 Class topic #4 <b>Final Production Agreements due</b>	<b>Section 1A/1B</b> <b>Section 2A/2B</b>
April 4	11am-1pm 1pm-3pm Assignment #2 Class topic #4	<b>Section 3A/3B</b> <b>Section 4A/4B</b>

April 11	TBD	ALL ATTEND IN ROOM 511 "Reality Check" Alumni seminar
April 18	11am-1pm 1pm-3pm Assignment #3 Class topic #5	<b>Section 1A/1B</b> <b>Section 2A/2B</b>
April 25	11am-1pm 1pm-3pm Assignment #3 Class topic #5	<b>Section 3A/3B</b> <b>Section 4A/4B</b>
May 2	11am-1pm 1pm-3pm Assignment #3 Class topic #6	<b>Section 1A/1B</b> <b>Section 2A/2B</b>
May 9	11am-1pm 1pm-3pm Assignment #3 Class topic #6	<b>Section 3A/3B</b> <b>Section 4A/4B</b>

• **Computation of grade breakdown:**

- 50% Attendance for the 6 Classes and 3 Lectures
- 50% Assignments/Participation/Signed Production Agreement

- Course will be graded on Pass/Fail basis

Any questions, contact Maureen at email: [hop1984@earthlink.net](mailto:hop1984@earthlink.net)

**SECTIONS:**