COMM 388 – FDM Capstone (Thursdays Via Zoom from 7- 9:30pm)

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Office hours: by appointment

Prerequisites: Senior status and project approval.

Course Objective
The goal of this course is to complete a project (research or creative) that highlights the skills you've acquired and knowledge you've gained during your studies in the FDM major, as well as (possibly) serving as a capstone to your LUC experience. Emphasis is on creating a single, polished project that can be used as a central element of a professional portfolio, reel or grad school application. As such, all capstone projects must meet the following guidelines:

> • the primary work on the project must be completed by the individual(s) enrolled in the capstone class; i.e. it has to be a project you can complete with minimal help;
> • the project must include a proposal, script/lookbook, production schedule and end with a single, defined, focused and presentable product (film, script, podcast, etc);
> • the project should demonstrate your mastery of a particular, defined set of skills;
> • work on the project should be completed by end of semester and presented at Capstone screening and presentation;
> • the project should serve as a bridge to the professional (non-LUC) world by enlisting some participation by external subjects, talent or advisor;
> • the project cannot be something that can be completed within another course but could be started (eg script) in another course.

Texts and Readings
No assigned texts. Individual readings/assignments will be customized based on projects. Students will be responsible for compiling a working annotated bibliography, list of references, assets or tutorials.

Equipment and Material Supplies
Students enrolled in the course will have access to equipment in the SOC Owl Lab. Equipment needs should be discussed and cleared with the instructor and SOC Technology Coordinator at the beginning of the semester. Normal equipment use, reservation, checkout and return policies apply.

Computer Use:
Please be aware that occasional software bugs, virus presence, human error and/or hardware failure can result in damaged, corrupted or deleted files (including audio, video and graphic files). In addition, to conserve drive space and ensure the smooth operation of the computers, media files cannot be permanently saved on the internal hard-drives of the CPUs in the SOC labs. Consequently, it is your responsibility to back-up your media and project files during and after each use. Loss of files is not an excuse for missed or late assignments.

Grading & Evaluation

Attendance policy: You are required to meet with the instructor at least 5 times during the semester. Those group meetings will be used to present project updates and provide feedback/ critique to other members of the class. Consequently, attendance and participation is important and will be recorded and included as part of your final grade. If you are absent from a scheduled meeting for any reason, you will have to arrange to makeup that meeting time with the instructor. Each student is allotted 1 unexcused absence, after which 5% will be subtracted from your final grade for the course for each additional absence.

Late Work: Students are expected to set and meet agreed upon assignment (intermediary step) deadlines at various stages during the completion of their project. While the project timeline can be adjusted as needed and approved by the instructor, failure to complete and submit work at these intermediary deadlines will be noted and affect your final grade in the course. Late projects/assignments will automatically penalized 5 points for every day after the original due date and I won't accept an assignment after it has been a week late. The final, capstone projects must be completed and submitted in full by the scheduled final exam time. No exceptions.

Grading & Evaluation:

Your final grade will be based on your participation in group feedback/critique, your attendance at group meetings, your timely completion of intermediary project steps, the quality and depth of your final capstone project, and your presentation of the project at the May 4th Capstone Event.

Your final grade will be calculated using the following formula:

Attendance and Participation (Updates): 30% (6% per session)
Project Deadlines/Intermediary Steps: 30% (5% per deadline)
Quality, Depth and Professionalism of Final Capstone Project: 30%
Capstone Presentation: 10%

Capstone Project Evaluation Rubric (30 points total)
• Creativity/Originality – originality of ideas, creative ambition (scale 1-10)

• Quality – conforms to professional standards, depth, overall quality (scale 1-10)

• External resources – quality, variety and depth of external resources and advisors (scale 1-10)

Course Schedule and Assignment Deadlines

* Note: the following schedule is subject to revision as deemed necessary by the instructor. Any significant changes will be announced in class and posted in an updated syllabus on Sakai.

Meeting 1   Syllabus and schedule review.
8/31
1. DUE: "Powerpoint Presentation" Pitches, 3-5 mins with images

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Meeting 2   Review script/outlines and timelines. Discuss project
              obstacles. Discuss CONTRACTS! Explore external
9/14   resources.
2. DUE: scripts, shotlists, lookbooks, loglines/synopsis/Character breakdowns, Production schedule, external resource list.

Meeting 3   Project updates. External resources/Contracts.
10/5
3. DUE: PROJECT UPDATES 3.

Meeting 4   Project updates. Review Dailies/footage/draft. Finalize external resources list.
10/26
4. DUE: PROJECT UPDATES 4.

Meeting 5   Project presentation practice. Review roughs.
11/16
5. DUE: PROJECT INTERMEDIARY STEP 6 - ROUGHS

Submission   No group/class meeting. Individual meetings if necessary
11/30
6. DUE: Submission of final materials for capstone presentation.

***** Capstone Presentation – TBD *****