Tentative Timeline, Syllabus & Activities

Doc U is an intense production training documentary mentorship project that will commence May 17th and culminate August 23rd. Sessions are **every Thursday from 6pm-9pm at SPNN studios.** The final screening will take place Saturday, August 18th from 1:30-5:00.

The following is a guide for the duration of the project. This can also be accessed online at SPNN.org/DocU.

**May 17 Orientation & Story Construction**
- Station tour
- SPNN Introduction video and orientation to SPNN
- Project overview and participant expectations
- How to construct a compelling story with pictures
- TO DO: Story Construction Worksheet
- TO WATCH: Welcome to SPNN video, Types of Docs

**Saturday May 19th 2pm-4pm**
**Optional Doc U mixer and Artists Panel**
- Network with current Doc U cohort and alums from previous years

**May 24 Story Construction Continued**
- Review and workshop story construction homework activity with visiting artists.
- Wrap-up with Q & A
- Interviewing techniques, etiquette and preparation
- How to form the questions to get the answers
- TO DO: Interview Prep Worksheet
- TO WATCH: Behind the scenes interview video

**May 31 Camera Basics, Interview Techniques & Logistics**
- Power and record
- Shot types and composition
- Audio hook-up & sound monitoring
- Clothing choices and guidelines for your subjects’ appearance and comfort
- Camera practice
- TO DO: Create 5 interview questions, identify 2 interview subjects, and schedule at least one interview.
- TO WATCH: Welcome to the AX-2000 tech tip

**June 7 Advanced Camera, Lighting & Practicum**
- Shooting in manual mode
- 3 point lighting
- Mock Interview Demonstration
- Workshop interview questions
- Overview of B-roll’s use and creating a shot list.
- HOMEWORK: Must attend a pre-production evaluation with your mentor before July 7th in person, over the phone or via skype
- TO DO: Must have an interview shot by July 7th.
- TO WATCH: Lighting options tech tip, Microphone options tech tip, Manual Settings tech tip

**June 14 Basic Editing**
- Editing 101
- Setting up your project
- Importing footage
- Cutting & rearranging footage
- Adding B-roll
- Importing Music and Photos
- Adding titles
- TO DO: Must have an interview shot by next session, July 7th. Begin editing your project, import and review footage to create teaser
• TO WATCH: An Introduction to Premiere at SPNN

**June 21 B-roll & Interview Review**
- Review the use of b-roll in documentaries
- Review and critique shot interviews
- B-roll/Shot list brainstorm each project
- TO DO: Finish shooting interviews and gather b-roll, edit teaser.
- TO WATCH: B-roll deconstructed

**June 28 Editing Advanced**
- Working with audio
- Using Transitions and controlling effects
- Using color correction
- Animating objects
- Q & A
- TO DO: Finish shooting this week.

**July 5th Editing or Shooting Work Session**
- Either in-studio dedicated shooting time
- Or intensive support for finishing the teaser and starting the main project.
- DUE BY END OF CLASS: Project teaser
- TO DO: Two weeks left to shoot

**July 12th Editing Work Session**
*Shooting must be completed by this date*
- Dedicated time to work towards a rough cut of your project with intensive technical and mentorship assistance.
- TO DO: work towards a rough cut of project
- TO WATCH: Stages of post-production video

**July 19th Rough Cut Critique**
- Works-in-progress will be screened and critiqued with visiting artists.
- TO DO: Take feedback from critique session and revise project as needed

**July 26th Individual 30 minute tutorials**  
and Editing Work Session
- 30 minutes to go over a specific area of post-production deeper with your mentor
- Dedicated time to move projects from a rough cut to a fine cut

**HOMEWORK: Complete a fine cut of project.**

**August 2nd Fine Cut Mentor Consultations**
- 30 minute one-on-one session to go through the fine cut of your project and offer feedback.
- Dedicated time to move projects towards completion.
- TO DO: Integrate feedback from consultation and work towards final cut of project.

**August 9th Final cut editing work session**
- Dedicated time to finish your projects
- TO DO: finish project by next session.
- *Final Projects DUE by end of class*

**August 16th Focus Group:**  
**Doc U reflection**
- Reflect on your experience by participating in a guided focus group.
- Offer feedback on program and help improve it for the next iteration.

**Saturday, August 18th Doc U Premiere**  
1:30pm-5:00pm.
- Media maker mixer
- Screening
- Q&A session with DocU participants
- Projects air on SPNN Channel 15 and go live online
- TO DO: Distribute and share your projects! Sign up for optional additional classes by October 1st.

**August 23 Exporting and distribution**
- Exporting projects
- Creating DVDs of projects
- Distribution options

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