

# CAPILANO UNIVERSITY COURSE OUTLINE

MOPA 430 – PRACTICUM

Fall 2016

Division	School of Motion Picture Arts	
Course Name	MOPA 430 Practicum	Credits: 2
Instructors		604.986.1911 local xxx

## VISION STATEMENT

The School of Motion Picture Arts is dedicated to inspiring a new generation of independent Canadian filmmakers through the fostering and mentoring of emerging talent utilizing progressive learning environments and authentic production experiences, such that graduates make valued contributions to the global media culture.

## COURSE FORMAT

This course may be taken in either the fall or spring semesters in order to take advantage of placement opportunities. It combines one-on-one mentoring, professional development workshops, and a practicum of seventy hours over 2 weeks.

## COURSE PREREQUISITES

27.5 credits of 300 level MOPA.

## STUDENT LEARNING OUTCOMES

### General

Students continue their professional development by mastering and applying their personal and professional skills through an industry practicum. All students are required to do a practicum in their fourth year, either fall or spring semester.

Working in a mentored environment, students will plan, prepare, and initiate a detailed plan to gain real-world experience that develops professional skills and builds a professional network and critical pathway into the global film industry. Students are encouraged to focus on a sector of the media where they wish to find job placement following graduation.

Practicum mentees are required to meet with a faculty supervisor for consultation to determine an appropriate placement, the terms of the placement, and to establish the evaluation criteria. Students are required to write a detailed summary of their practicum and will receive written evaluation from their practicum host and faculty supervisor at the end of the practicum.

Upon successful completion of this course students will:

- Demonstrate appropriate awareness, preparedness, and self-reflection for their specific practicum goal;
- Research, secure and execute a practicum;
- Employ and integrate professional and practical skills in an industry environment.

<b>PROGRAM LEARNING OUTCOMES</b>
<b>Program Mission</b>
To provide the encouragement, equipment, training and setting for a vital experience of creation and collaboration. Student filmmakers will expand and refine their practical, professional, artistic and social skills in order to acquire craft excellence and successfully integrate into the increasingly complex and divers industries of filmed entertainment, digital communications and new media.
<b>Program Goals</b>
<p><b>Knowledge:</b></p> <p>To enable students to articulate and apply their knowledge of story and story development to documentary and narrative projects on all platforms; to combine and apply both practical and theoretical knowledge; to investigate and interpret a broad range of theoretical perspectives.</p> <p><b>Skills:</b></p> <p>To orchestrate a detailed industrial process; to manage time and budget on large projects over extended periods of time; to use technology as a tool to create innovative and authentic stories; to develop a convergent approach to creative content; to collaborate creatively.</p> <p><b>Value:</b></p> <p>To conceptualize, research, develop and produce projects from initial idea through to final product; to market and distribute projects; to develop innovative business models and strategies to build sustainable companies; to understand the role of film and the film industry in Canada's culture and economy; to identify potential areas/sectors of employment; to identify opportunities for further study; to articulate and pursue a unique and personal voice and vision through the artistic and technical means of filmmaking and visual communication, and, in particular, to use the tools and resources at their disposal with clarity, intelligence, resourcefulness and professionalism.</p>

<b>PROGRAM STUDENT LEARNING OUTCOMES</b>
<p>Students successfully completing this program will:</p> <ol style="list-style-type: none"> <li>1. Analyze historical, technological, philosophical and theoretical trends in the national and global cinemas;</li> <li>2. Acquire a range of skills and applications of visual communication in order to expand their potential to realize and create meaningful career opportunities;</li> <li>3. Contribute their technical skills, creative skills, and personal vision to the art of filmmaking;</li> <li>4. Consult, liaise and negotiate in a professional manner in all aspects of the filmmaking process;</li> <li>5. Develop industry relationships and create authentic learning environments in order to provide opportunities to expand their potential as independent filmmakers.</li> </ol>

The fourth hour is a combination of guest speakers and online contact.

#### **REQUIRED TEXTS**

Course materials to be provided by instructor/s.

<b>EVALUATION PROFILE</b>	
Faculty evaluation	35%
Host company evaluation and/or student research and response to industry roundtable meetings	35%
Self-evaluation (practicum summary)	30%
<b>Total</b>	<b>100%</b>

\*See Course Moodle Shell for detailed assignment descriptions

<b>Grading Profile</b>			
A+ = 90-100%	B+ = 77-79%	C+ = 67-69%	D = 50-59%
A = 85-89%	B = 73-76%	C = 63-66%	F = 00-49%
A- = 80-84%	B- = 70-72%	C- = 60-62%	

**Note: Course-Specific Operational Detail: Students can work a maximum of 8 hours per day in office working environments, and a maximum of 10 hours per day on motion picture production sets.**

<b>OPERATIONAL DETAILS:</b>
Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Cheating and Plagiarism, Academic Probation and other educational issues. These and other policies are available on the University website.
<b>ATTENDANCE:</b>
Attendance will be taken daily and will form part of the final grade (See Evaluation Profile). When students are absent from class, they are still responsible for the material covered during their absence, including announcements, assigned readings and hand-outs.
<b>PUNCTUALITY:</b>
Punctuality is essential and forms part of the participation grade. Late attendance will be reflected in the student's final grade.
<b>LATE ASSIGNMENTS:</b>
All assignments must be delivered at the place and time specified by the instructor. Late assignments will only be accepted if prior approval for a late submission date has been given by the instructor.
<b>MISSED EXAMS AND QUIZZES:</b>
Missed exams and quizzes will be assigned a grade of zero. Students will be allowed to make up exams and quizzes only under the following conditions: if a doctor's certificate of illness is provided; if, in the case of the death of a close family member, a death certificate is provided; if prior approval of the instructor has been obtained.
<b>CHEATING/PLAGIARISM:</b>
Plagiarism is the presentation of another person's work or ideas as if they were one's own. Plagiarism is both dishonest and a rejection of the principles of scholarship. All students should familiarize themselves with the University Policy on Cheating and Plagiarism (See the University Website) as such behaviour can result in suspension from the University.
<b>INCOMPLETE GRADES:</b>
Grades of Incomplete "I" will be granted only if there is a valid reason for extending the evaluation deadline and if students have a reasonable chance of improving their grade to pass the course.
<b>ENGLISH USAGE:</b>
All written work submitted must use good academic English and follow the guidelines provided in the Capilano University Guide to Writing Assignments (available from the University Bookstore). It is the responsibility of students to proof-read all their writing for any grammatical, spelling and stylistic errors.

<b>STUDIO/FILMING DISCIPLINE:</b>
Students must be dressed appropriately. Wet and cold weather requires waterproof and warm clothing. Students are required to wear work clothes for technical and production sessions. Clothing may be subjected to dirt, paint and dust. Sturdy shoes are a must. No food or beverages are allowed on set during production activities and during technical classes. Disruptive students will be asked to leave.
<b>COMPUTER COURSE REQUIREMENTS/RESPONSIBILITIES:</b>
You are expected to abide by the Statement of Appropriate Use of Information Technology Facilities and Services in any use of computers at the University. This statement can be obtained from your department, the Library, Computer Services or on the University website.
<b>ELECTRONIC DEVICES/LAPTOPS:</b>
Use of electronic devices is not allowed during class time, except at the discretion of the instructor.
<b>COMPUTER LAB USAGE:</b>
No food or beverages are allowed in the University's computer labs at any time. Students must not abuse internet privileges by visiting inappropriate or illegal websites. Intentionally opening and/or altering other students' projects will not be tolerated. Respect for other students' work is of utmost importance. Offences regarding the above will result in the "0" mark in the participation grade, and restricted access to facilities.
<b>PARTICIPATION/PROFESSIONAL BEHAVIOUR:</b>
The grade for class participation is based on both the frequency and the quality of students' comments, questions and observations, with the emphasis on quality. The quality is determined by, among other things, the relevance, insight and clarity of remarks. Students are expected to demonstrate a professional attitude and behaviour towards their work, fellow-students, and their instructor. Students should demonstrate reliability, respect for and co-operation with colleagues. A willingness to work calmly and courteously under difficult conditions as well as a determination to achieve first-class work while meeting deadlines is necessary in this course. Students should have respect for equipment and systems, and a constructive response to criticism.
<b>EMERGENCY PROCEDURES:</b>
Students should familiarize themselves with emergency procedures posted in the classroom.

<b>MOTION PICTURE ARTS STANDARDS FOR PROFESSIONAL BEHAVIOUR</b>
Professional behaviour is essential in employment situations in the film and television industry. Professional behaviour, combined with professional technical and craft skills are the essential components that directors, producers, writers, actors, cinematographers, editors, agents, funders, broadcasters and distributors consider when deciding to build a team, hire, cast or green light a project. By acknowledging this, the Motion Picture Arts program fosters professional behaviour by evaluating each student according to these standards. In all student projects, professional behaviour forms part of the mark, students will be given interim reports in order to adjust behaviour that needs improvement. These standards reflect the values of professionalism in the film and television industry and represent the expected standard of behaviour required of employment in the field. The desired behaviours are described below as "outcomes" which are followed by a list of criteria against which the student's behaviour will be measured.

PROFESSIONAL BEHAVIOURAL OUTCOMES AND MEASUREMENT CRITERIA
<b>1. Ability to work in peer groups</b>
<p>Measurement criteria: The student demonstrates:</p> <ul style="list-style-type: none"> <li>* Leadership by proposing goals and tasks, initiating discussion and keeping peers focused</li> <li>* Reinforcement of others by, verbally or nonverbally, encouraging and supporting others and giving recognition for contribution</li> <li>* Openness and acceptance of others' ideas</li> <li>* Mediating by persuading members to analyze constructively differences of opinion, by searching for common ground and compromising one's own opinion to completion of the task</li> <li>* Challenging by seeking information or elaboration from others to clarify their ideas</li> <li>* Summarizing, evaluating and closing by restating major points, helping to assess group process and decisions and by defining completion</li> </ul>
<b>2. Self-awareness, self-care, self-learning (self-motivation)</b>
<p>Measurement criteria: The student demonstrates:</p> <ul style="list-style-type: none"> <li>* A reflective practice which allows the student to be aware of his/her own competence in his/her position in the crew.</li> <li>* An awareness of internal and external factors in one's personal life and how they can affect professional performance</li> <li>* The ability to identify and remediate one's own knowledge, skills and abilities gaps</li> <li>* The ability to accept, evaluate and respond appropriately to professional criticism</li> </ul>
<b>3. Ethical standards</b>
<p>Measurement criteria: The student demonstrates:</p> <ul style="list-style-type: none"> <li>* honesty</li> <li>* sense of duty</li> <li>* accountability</li> <li>* integrity</li> <li>* commitment</li> <li>* respect for colleagues' dignity</li> <li>* respect for University property</li> </ul>
<b>4. Good work habits</b>
<p>Measurement criteria:</p> <ul style="list-style-type: none"> <li>* Shows up at call time or on time for meetings</li> <li>* Does not miss meetings or shoots</li> <li>* Dresses appropriately for shooting</li> <li>* Required notes or paperwork are effective and legible</li> <li>* Appropriate adherence to the hierarchy on the set</li> </ul>
<b>5. Time management</b>
<p>Measurement criteria:</p> <ul style="list-style-type: none"> <li>* Meets deadlines for prep</li> <li>* Is prepared for shoot</li> <li>* Completes tasks on time</li> </ul>

**6. Critical thinking**

Measurement criteria:

- \* Applies an appropriate model to assess problems facing the task at hand
- \* Clearly (and collaboratively if necessary) recommends appropriate choice of action
- \* Can clearly defend outcomes in a professional and ethical manner

**7. Communication**

Measurement criteria:

- \* Displays appropriate oral communication skills within the group
- \* Written communication skills are appropriate for the position
- \* Paperwork is completed and submitted on time