Bossier Parish Community College  
Master Syllabus

Course Prefix and Number:  COMM 130  
Credit Hours:  3

Course Title:  Film Pre-Production

Course Prerequisites:  None


Course Description:  This course is designed to lay the groundwork for production of a video or film. It includes scouting out locations, utilizing a script or storyboard, planning, and preparing a checklist for equipment, props, and actors needed to video/film the project.

Learning Outcomes:
At the end of this course the student will be able to:

A. understand the importance of pre-production to the overall success of a film or program;
B. incorporate the jargon used on-set to explain concepts to both cast and crew;
C. orchestrate all the design concerns inherent in a project/film or video; and
D. develop a call sheet for one complete day of shooting.

To achieve the learning outcomes, the student will:

1. recall the 70-30-10 rule: 70% pre-planning, 30% post-production, and 10% production execution. (A)
2. develop a contingency plan in the case of “Acts of God” (flooding, tornadoes, and other items outside one’s control). (A)
3. identify terms for lighting, editing, casting, and other film jargon. (B)
4. list the 21 Steps to Approval beginning with project proposal and content outline down to application and evaluation of program. (C)
5. complete a call sheet for specific scenes from a given script. (D)
6. breakdown scenes for all aspects including locations, cast, and specific needs. (A,C,D)
7. hold auditions and evaluate auditions. (A,C)

Course Requirements:  This course requires attendance, class participation, assignments, exams, and projects as determined by the instructor.

Course Grading Scale:  
90 – 100       A
80 – 89        B
70 – 79        C
60 – 69        D
0 – 59         F

Attendance Policy:  The college attendance policy is available at http://www.bpcc.edu/catalog/current/academicpolicies.html

Revised 7/2017
**Nondiscrimination Statement:** Bossier Parish Community College does not discriminate on the basis of race, color, national origin, gender, age, religion, qualified disability, marital status, veteran's status, or sexual orientation in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of its operations. Bossier Parish Community College does not discriminate in its hiring or employment practices.

Title VI, Section 504, and ADA Coordinator  
Sarah Culpepper, Manager  
Career Services, D-108  
6220 East Texas Street  
Bossier City, LA 71111  
Phone: 318-678-6539  
Email: sculpepper@bpcc.edu  
Hours: 8:00 a.m.-4:30 p.m. Monday - Friday, excluding holidays and weekends.

Equity/Compliance Coordinator  
Teri Bashara, Director of Human Resources  
Human Resources Office, A-105  
6220 East Texas Street  
Bossier City, LA 71111  
Phone: 318-678-6056  
Hours: 8:00 a.m.-4:30 p.m. Monday - Friday, excluding holidays and weekends.