

FLM 32100: LIVE PRODUCTION

Instructor- Dr. Bobby Chastain

Instructor's Contact Information

Office: STEW B81 & PAO 2175

Email: fxbob@purdue.edu

Please put course number in subject line

Please be professional

Course Information

ROOM#: STEW B81

MEETINGS: TUESDAY 1:30 – 2:20

MEETINGS: THURSDAY 1:30 – 2:20

INSTRUCTION: In Person

Course Description

This intermediate course in Film, Video, and Television Production will further prepare the student to use the technology of a multi-camera system as a basis for the art and visual storytelling of motion pictures. The student will also receive the basic background needed for understanding the skills and processes of a multi-camera production environment.

Learning Outcomes

By the end of this course, successful students will be able to:

- 1) Identify career options and job types within film and video production.
- 2) Discuss production techniques in film and video using the vocabulary of the industry.
- 3) Explore the production process for multi-camera environments.
- 4) Demonstrate an understanding of a basic multi-cam system.
- 5) Demonstrate an understanding of the technology of capturing the moving image in a live production environment..

Prerequisites

A basic understanding of video production is essential in keeping up with the fast pace of the course, therefore successful completion of FLM 24100/FVS 26100 Foundations of Cinema is a prerequisite for this course.

There are no required materials for the course,
everything will be provided.

Expectations for Success

- Attend all lectures and Studio Work
- Participate in critique and discussion of production in film, video, and television
- Develop interpersonal and professional skills, and learn to interface with other members of a production team.
- Complete the required assignments, on time.
- Our business is one where things often occur without much notice. Students must check their official Purdue email regularly for course information updates.
- Be cool

Attendance Policy

Students are expected to attend all classes.

Despite any attendance policy, it should be recognized that attendance at work in the Film and Video industry is paramount to success. Poor attendance will not only get someone fired from a gig without warning, it can also jeopardize entire careers. Poor attendance in FVS courses may affect reputation and future recommendations.

In this course there will be no difference between “excused” and “unexcused” absences. I do not believe it is any of my business “why” a student misses a class. Either the student is in class, or they are not. If you need a mental health day, who am I to disagree. Just keep an eye on your total!

4 total absences of any kind will trigger a meeting with the course instructor about ability to continue/complete the course. Each student is unique, as is their situation, the outcome of that meeting may vary.

Unexcused absence from a live production hurts everyone on the show and will result in a grade of F for the course.

See the General Syllabus for more on the attendance policy for this course.

Missed or Late Work

An assignment that is received by Brightspace 1 second after the due time is automatically stamped late. ALWAYS leave plenty of time for things to go wrong when completing assignment uploads!

All assignments must be submitted to complete the course. Even assignments that earn 0 points must be completed. Otherwise, the student WILL earn a grade of F for the course.

Assignments are to be submitted to Brightspace directly. I will never accept emailed work, no exceptions. Late assignments will be accepted with the following penalties:

- From 1 second up to 24 hours late = 10% grade reduction
- Additional 10% reduction for each additional day late
- After 10 days late the assignment will earn zero points but must still be completed and turned in before the final exam date and time.

There are almost no exemptions from this policy, including things like losing internet, problems with the website, etc. In our industry deadlines are of the utmost importance. Missing deadlines won't just kill a career, it will kill an entire show for everyone.

In a very rare case, the above policy might be altered. This is to be discussed with the instructor right away.

Grades and Evaluation

Grades will be determined according to the following guidelines:

- 1000 points are available in the course distributed among 9 assignments.
- Late Work – See Above

PARTICIPATION	700
QUIZZES	300
TOTAL POINTS	1000

Grading Scale

1000 points = A+
920-999 = A
900-919 = A-
880-899 = B+
820-879 = B
800-819 = B-
780-799 = C+
720-779 = C
700-719 = C-
680-699 = D+
620-679 = D
600-619 = D-
< 600 = F

NOTE: in Purdue's official grading system as listed on their website, grades of either "A" or "A+" are worth the exact same score. They are each worth 4 points per credit hour toward your GPA.

Disclaimer: THIS SYLLABUS IS SUBJECT TO CHANGE

THE FOLLOWING MATERIAL IS PRESENTED IN ACCORDANCE WITH OFFICIAL PURDUE POLICIES

Instructor – Dr. Bobby Chastain

Attendance Policy

Communicate. Communicate. Communicate.

This course follows Purdue's academic regulations regarding attendance, which states that students are expected to be present for every meeting of the classes in which they are enrolled. *Attendance will be taken at the beginning of each class and lateness will be marked as absent if the student is not present by the end of the roll. A tardy student may meet with the instructor following the end of class to discuss a change, but this discussion is 100% the student's responsibility and must take place on the day of the course, not at a later date.*

Only the instructor can excuse a student from a course requirement or responsibility. When conflicts or absences can be anticipated, such as for many University-sponsored activities and religious observations, and public service requirements; the student should inform the instructor of the situation as far in advance as possible. For unanticipated or emergency absences when advance notification to the instructor is not possible, the student should contact the instructor as soon as possible by email. When the student is unable to make direct contact with the instructor and is unable to leave word with the instructor's department because of circumstances beyond the student's control, and in cases falling under excused absence regulations, the student or the student's representative should contact or go to the Office of the Dean of Students website to complete appropriate forms for instructor notification. Under academic regulations, excused absences may be granted for cases of grief/bereavement, military service, jury duty, and parenting leave. For details, see the [Academic Regulations & Student Conduct section](#) of the University Catalog website.

In February 2022 the [University Senate](#) added the Medically Excused Absence Policy (MEAPS) to the [academic regulations on class attendance](#).

MEAPS joins Grief/Bereavement, Military Service, Jury Duty, and Parenting Leave as specific attendance and excused absence situations with university-defined procedures and instructor/student expectations.

“The intention of this policy is to afford arrangements to students experiencing serious and short-term medical situations which cause them to miss coursework and/or exams.”¹

Only emergent and urgent medical situations are covered. Emergent medical issues are those that pose a threat to loss of life or limb. Urgent medical issues are less severe than emergent but cannot wait to be evaluated.

“This regulation is not intended to provide extended arrangements for chronic medical conditions. Students experiencing a chronic condition or diagnosis may have their initial absences accommodated, but long-term periods of absences will need to be addressed through students registering with the Disability Resource Center (DRC).”¹

Excuses will not be provided for primary care medical appointments such as overall wellness and general behavioral health care, occasional vomiting and/or diarrhea, cold and flu symptoms, mild fevers, mild to moderate discomfort, sore throat, etc. These situations are considered general attendance issues that should be handled according to the instructor's course-specific practices.

Instructors will NOT need to determine eligibility and should NOT collect medical information from students. Please refer students who believe they may be eligible for MEAPS to the [Office of the Dean of Students \(ODOS\)](#).

Communicate. Communicate. Communicate.

Medically Excused Absence Policy for Students (MEAPS)

(Senate Document 21-12, revised for February 21, 2022)

“Students will be excused, and no penalty will be applied to a student’s absence for situations involving hospitalization, emergency department or urgent care visit and be given the opportunity to make up coursework as defined in the course syllabus. Students experiencing hospitalization, emergency department or urgent care visits can provide documentation to ODOS who will then assess the student’s request for a Medically Excused Absence, and issue notification of the start and end of the absence to the student’s instructors. The student should then follow up with the instructor to seek arrangements as per the policy.

Students are eligible for up to fifteen (15) days for medically excused absences per academic year with no more than ten (10) academic calendar (during the fall and spring semester) days taken consecutively, for the Medical Excused Absence Policy. Total absences, including travel, may not exceed 1/3 of the course meetings for any course. A student can contact the Office of the Dean of Students (ODOS) to request that a notice of the leave be sent to instructors when a situation involving hospitalization, emergency department or urgent care visit emerges. The student can then provide documentation of hospitalization, emergency department or urgent care visit as proof of legitimate absence to the ODOS as soon as these documents are available.

When documentation is presented to the Office of the Dean of Students, a verified absence notification will be sent to the student’s instructors. With a verified absence notification from the ODOS, no penalty will be applied to a student’s absence for reasons of hospitalization, emergency department or urgent care visit and the student will be given the opportunity to make up course work as defined in the course syllabus. Unique or variant exceptions should be dealt with in a negotiated manner between the student and professor, which may include involving the Department Head, Dean of the school or college, or ODOS, to review and consult on his or her situation.

In certain laboratory-based or intensive short-term courses, a student can jeopardize his/her academic status with an unreasonable number of absences, particularly in lab courses that cannot be made up later. In courses with extensive laboratory exercises, group projects, group performances, or participation requirements, equivalent exercises or assessments may not be possible as determined by the instructor and subject to review by the Dean of the school or college offering the course, or their designee. In such a case the student may be eligible for retroactive withdrawal. The student should always consult with the instructor to determine the potential impact of any absence.

Students with long-term or chronic medical needs are strongly encouraged to work with the Disability Resource Center to arrange for needed accommodations.”

Communicate. Communicate. Communicate.

Grief Absence Policy for Students

Students will be excused with no penalty to a student’s attendance and the student will be given the opportunity to make up coursework as defined in the course syllabus for bereavement leave. This also includes being granted leave even in those incidences where a student does not travel from campus.

The following parameters are established related to the relationship to the student of the deceased loved one.

Immediate Family: Students are eligible for up to five (5) days of excused absence, over a two-week period, of the semester in which the death occurs, for the death of a spouse, parent, child, grandparent, grandchild or sibling, or a corresponding in-law or step-relative.

Other Relationships: Students are eligible for up to three (3) days of excused absence, over a two-week period, of the semester in which the death occurs, for the death of relatives or friends falling outside of the category of immediate family.

In unique circumstances, a bereaved student should petition for extended grief absence through the Office of the Dean of Students (ODOS) by meeting individually with an ODOS staff member for case evaluation.

In addition, students may be granted additional absences to account for travel considerations, to be determined by the distance of the verified bereavement services from West Lafayette, IN, as follows:

Within 150 mile radius of West Lafayette - no additional excused absence days

Between 150-300 mile radius of West Lafayette - one additional excused absence days

Beyond 300-mile radius of West Lafayette - two additional excused absence days

Outside the 48 contiguous United States - four additional excused absence days.

A student enrolled at other Purdue University locations shall be granted additional leave based upon the traveled distance from the State Wide location in which the student is enrolled.

A student should contact the ODOS to request that a notice of his or her leave be sent to instructors. The student will provide documentation of the death or funeral service attended to the ODOS. Given proper documentation, the instructor will excuse the student from class and provide the opportunity to earn equivalent credit and to demonstrate evidence of meeting the learning outcomes for missed assignments or assessments.

In cases of impending death, students should contact the instructor as soon as possible by e-mail, phone, or by contacting the main office of the department that offers the course. When the student is unable to make direct contact with the instructor and is unable to leave word with the instructor's department because of circumstances beyond the student's control, the student or the student's representative should contact the Office of the Dean of Students. A member of the Dean of Students staff will notify the student's instructor(s) of the circumstances. Instructors should work to reasonably accommodate students in these unique circumstances.

Communicate. Communicate. Communicate.

Military Absence Policy for Students

Students will be excused, and no penalty will be applied to a student's absence for mandatory military training and be given the opportunity to make up coursework as defined in the course syllabus.

It is the responsibility of the student to inform the instructor at the beginning of the semester of the potential for mandatory military training conflicts. Students should expect that absences from heavier course loads will be more difficult to recover from than absences from lighter course loads.

Students are eligible for up to fifteen (15) days for military-required absences per academic year with no more than ten (10) academic calendar (during the fall and spring semester) days taken consecutively, for their mandatory military training. Total absences, including travel, may not exceed 1/3 of the course meetings for any course.

Students may be granted additional absences to account for travel considerations, to be determined by the distance of the verified military training from the Purdue campus, as follows:

Within 150-mile radius of West Lafayette - no additional excused absence days

Between 150-300 mile radius of West Lafayette - one additional excused absence days

Beyond 300-mile radius of West Lafayette - two additional excused absence days

Outside the 48 contiguous United States - four additional excused absence days

A student should contact the Office of the Dean of Students (ODOS) to request that a notice of the leave be sent to instructors when informed of the dates of mandatory military training. The student will provide documentation of the mandatory military training in the form of orders or equivalent documents as proof of

legitimate absence to the ODOS as soon as these documents are available. If necessary, the ODOS may consult with the Veterans Success Center about the nature of the documentation. When documentation is presented to the Office of the Dean of Students, a verified absence notification will be sent to the student's instructors.

The student may provide verbal information about the leave to the ODOS and an unverified preliminary (non-MAPS) notice will be sent to instructors for planning purposes only. MAPS will be applicable only when the student has returned to the ODOS with substantiating documentation and ODOS has sent a verified absence notification to the instructors.

With a verified absence notification from the ODOS, no penalty will be applied to a student's absence for mandatory military training and the student will be given the opportunity to make up course work as defined in the course syllabus.

Unique or variant exceptions should be dealt with in a negotiated manner between the student and professor, which may include involving the Department Head, Dean of the school or college, ODOS, or the Veterans Success Center to review and consult on his or her situation.

In certain laboratory-based or intensive short-term courses, a student can jeopardize his/her academic status with an unreasonable number of absences, particularly in lab courses that cannot be made up later. In courses with extensive laboratory exercises, group projects, group performances, or participation requirements, equivalent exercises or assessments may not be possible as determined by the instructor and subject to review by the Dean of the school or college offering the course, or their designee. In such a case the student may be eligible for retroactive withdrawal. The student should always consult with the instructor to determine the potential impact of any absence.

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Jury Duty Absence Policy For Students

Students will be excused, and no penalty will be applied to a student's absence for Jury Duty and given the opportunity to make up course work as defined in the syllabus in the event that a student is summoned to serve as a potential juror and/or who have been empaneled as a juror in a criminal and/or civil trial. It is the responsibility of the student to inform the instructor at the earliest possible opportunity of the potential for jury duty conflicts. Students should expect that absences from heavier course loads will be more difficult to recover from than absences from lighter course loads.

Students are eligible for up to ten (10) days for jury duty required absences per academic semester. Total absences, including travel, may not exceed 1/3 of the total course meetings for any course.

Students may be granted additional absences to account for travel considerations, to be determined by the distance of the jury duty from the Purdue University campus as follows:

- Within 150-mile radius of West Lafayette - no additional excused absence days
- Between 150-300 mile radius of West Lafayette - one additional excused absence days
- Beyond 300-mile radius of West Lafayette - two additional excused absence days
- Outside the 48 contiguous United States - four additional excused absence days

A student enrolled at other Purdue University locations shall be granted additional leave based upon the traveled distance from the State Wide location in which the student is enrolled.

A student should contact the Office of the Dean of Students (ODOS) to request that a notice of the leave be sent to instructors as soon as the student is aware of the dates of the summoned jury duty. The student will provide documentation of the jury duty in the form of a court summons.

With a verified absence notification from the ODOS, the instructor will not penalize the student for missing class and will provide the opportunity to earn equivalent credit and to demonstrate evidence of meeting the learning outcomes for missed assignments or assessments.

Unique jury duty situations (sequestered, empaneled as a Grand Jury member, etc.) should be dealt with in a negotiated manner between the student and professor, which may include involving the Department Head, Dean of the school or college, or ODOS, to review and consult on the student's situation.

In certain laboratory-based or intensive short-term courses, a student may jeopardize their academic status with an unreasonable number of absences, particularly in lab courses that cannot be made up later. In courses with extensive laboratory exercises, group projects, group performances, or participation requirements, equivalent exercises or assessments may not be possible as determined by the instructor and subject to review by the Dean of the school or college offering the course, or their designee. In such a case the student may be eligible for retroactive withdrawal. The student should always consult with the instructor to determine the potential impact of any absence.

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Parenting Leave Policy for Students

who are pregnant, have recently given birth, or need a leave of absence to care for a newborn, adopted, legal guardian, or foster care, may petition for a leave of absence through the Office of Institutional Equity (OIE) by meeting individually with an OIE staff member. The student will be expected to provide documentation related to the petition for leave. If approved, the student will be excused, and no penalty will be applied to a student's absence and given the opportunity to make up course work as defined in the syllabus. The student will be excused from classes. The University will approve all absences due to pregnancy or childbirth for as long as a student's medical provider states that it is medically necessary, and may approve other absences as appropriate. The University will provide students who are pregnant or have recently given birth with the same special services it provides to students with temporary medical conditions.

The instructor will not penalize the student for missing class during an approved absence and will provide opportunity to earn equivalent credit and to demonstrate evidence of meeting the learning outcomes for missed assignments and assessments.

Communicate. Communicate. Communicate.

If you find yourself too sick to progress in the course, notify your adviser and notify me via email or Brightspace. We will make arrangements based on your particular situation.

Please see the course specific syllabus to see grade-impact of attendance and assignment deadlines.

Incompletes

According to the [Grades and Grade Reports](#) section of Academic Regulations, "A grade of incomplete (I) is a record of work that was interrupted by unavoidable absence or other causes **beyond a student's control...**" Further details on these circumstances and the process for assigning types of incompletes are outlined in the regulations. Please contact me as soon as you think an incomplete might be needed in this course and before final course grades are due.

Communicate. Communicate. Communicate.

Academic Integrity

Academic integrity is one of the highest values that Purdue University holds. Individuals are encouraged to alert university officials to potential breaches of this value by either [emailing](mailto:integrity@purdue.edu) (integrity@purdue.edu) or by calling 765-494-8778. While information may be submitted anonymously, the more information that is submitted provides the greatest opportunity for the university to investigate the concern. More details are available on our course Brightspace, under University Policies and Statements.

Incidents of academic misconduct in this course will be addressed by the course instructor and referred to the Office of Student Rights and Responsibilities (OSRR) for review at the university level. Any violation of course policies as it relates to academic integrity will result minimally in a failing or zero grade for that particular assignment, and at the instructor's discretion may result in a failing grade for the course. In addition, all incidents of academic misconduct will be forwarded to OSRR, where university penalties, including removal from the university, may be considered.

See the University Policies and Statements section of Brightspace for guidance on Use of Copyrighted Materials. Effective learning environments provide opportunities for students to reflect, explore new ideas, post opinions openly, and have the freedom to change those opinions over time. Students and instructors are the authors of the works they create in the learning environment. As authors, they own the copyright in their works subject only to the university's right to use those works for educational purposes. Students may not copy, reproduce, or post to any other outlet (e.g., YouTube, Facebook, or other open media sources or websites) any work in which they are not the sole or joint author or have not obtained the permission of the author(s).

You may also want to refer to Purdue's [student guide for academic integrity](#).

NOTE: All Course Materials are Subject to Copyright Law and May NOT be sold or otherwise disseminated without written permission from the instructor/copyright holder.

AI STATEMENT – all materials submitted for a grade in this course must be the result of student creation using the tools of the course. AI tools are not to be used in this course, but their industry value and use will be discussed.

Nondiscrimination Statement

Purdue University is committed to maintaining a community which recognizes and values the inherent worth and dignity of every person; fosters tolerance, sensitivity, understanding, and mutual respect among its members; and encourages each individual to strive to reach his or her potential. In pursuit of its goal of academic excellence, the University seeks to develop and nurture diversity. The University believes that diversity among its many members strengthens the institution, stimulates creativity, promotes the exchange of ideas, and enriches campus life. A hyperlink to Purdue's full Nondiscrimination Policy Statement is included in our course Brightspace under University Policies.

Accessibility

Purdue University strives to make learning experiences as accessible as possible to all participants. If you anticipate or experience physical or academic barriers based on disability, you are welcome to let me know so that we can discuss options. You are also encouraged to contact the Disability Resource Center at: drc@purdue.edu or by phone: 765-494-1247.

Communicate. Communicate. Communicate.

Emergency Preparation

In the event of a major campus emergency, course requirements, deadlines and grading percentages are subject to changes that may be necessitated by a revised semester calendar or other circumstances beyond the

instructor's control. Relevant changes to this course will be posted onto the course website or can be obtained by contacting the instructor via email. You are expected to read your @purdue.edu email on a frequent basis.

Mental Health Statement

If you find yourself beginning to feel some stress, anxiety and/or feeling slightly overwhelmed, try [Therapy Assistance Online \(TAO\)](#), a web and app-based mental health resource available courtesy of Purdue Counseling and Psychological Services (CAPS). TAO is available to all students at any time by creating an account on the [TAO Connect website](#), or downloading the app from the App Store or Google Play. It offers free, confidential well-being resources through a self-guided program informed by psychotherapy research and strategies that may aid in overcoming anxiety, depression and other concerns. It provides accessible and effective resources including short videos, brief exercises, and self-reflection tools.

If you need support and information about options and resources, please contact or see the [Office of the Dean of Students](#). Call 765-494-1747. Hours of operation are M-F, 8 am- 5 pm.

If you find yourself struggling to find a healthy balance between academics, social life, stress, etc., sign up for free one-on-one virtual or in-person sessions with a [Purdue Wellness Coach at RecWell](#). Student coaches can help you navigate through barriers and challenges toward your goals throughout the semester. Sign up is free and can be done on BoilerConnect.

If you're struggling and need mental health services: Purdue University is committed to advancing the mental health and well-being of its students. If you or someone you know is feeling overwhelmed, depressed, and/or in need of mental health support, services are available. For help, such individuals should contact [Counseling and Psychological Services \(CAPS\)](#) at 765-494-6995 during and after hours, on weekends and holidays, or by going to the CAPS office on the second floor of the Purdue University Student Health Center (PUSH) during business hours.

Basic Needs Security

Any student who faces challenges securing their food or housing and believes this may affect their performance in the course is urged to contact the Dean of Students for support. There is no appointment needed and Student Support Services is available to serve students 8 a.m.-5 p.m. Monday through Friday.

Violent Behavior Policy

Purdue University is committed to providing a safe and secure campus environment for members of the university community. Purdue strives to create an educational environment for students and a work environment for employees that promote educational and career goals. Violent Behavior impedes such goals. Therefore, Violent Behavior is prohibited in or on any University Facility or while participating in any university activity.

See the [University's full violent behavior policy](#) for more detail.

Diversity, Inclusion, and Belonging Statement

In our discussions, structured and unstructured, we will explore a variety of challenging issues, which can help us enhance our understanding of different experiences and perspectives. This can be challenging, but in overcoming these challenges we find the greatest rewards. While we will design guidelines as a group, everyone should remember the following points:

- **We are all in the process of learning about others and their experiences. Please speak with me, anonymously if needed, if something has made you uncomfortable.**

- **Intention and impact are not always aligned, and we should respect the impact something may have on someone even if it was not the speaker's intention.**
- **We all come to the class with a variety of experiences and a range of expertise, we should respect these in others while critically examining them in ourselves.**
- ***As an artist, specifically, diversity is a wonderful gift. One cannot expect to become a great storyteller without experiencing a wide variety of people and their stories. Getting to know people from different places, cultures, backgrounds, and beliefs, is one of the keys to learning to tell great stories.***

This syllabus is subject to change. You will be notified of any changes as far in advance as possible via an announcement on Brightspace. Monitor your Purdue email daily for updates.