FILM 010B: FILM PRODUCTION MANAGEMENT: BUDGETING

Originator
vsassone

Justification / Rationale
The Coachella Valley is a center for location shooting. Identifying pathways to entry-level-jobs in these productions, ie, PA's or production assistants, has been given primary consideration in discussions with our program's local film advisory group, which resulted in courses be developed in production management, specifically budgeting, scheduling, set management and location scouting and management to give students the tools needed to get these jobs. With the popularity of the film program and enrollment growing, both by word of mouth and articulation agreements with high school film, it's time to expand the film curriculum in a practical, employment-related way. These tools will also benefit students interested in producing and directing film and creative content, as understanding the value time and money and managing these resources properly is directly related to a project's success.

Effective Term
Fall 2020

Credit Status
Credit - Degree Applicable

Subject
FILM - Film

Course Number
010B

Full Course Title
Film Production Management: Budgeting

Short Title
FILM BUDGETING

Discipline

Disciplines List
Broadcasting Technology (Film making/video, media production, radio/TV)
Film Studies
Media Production (Broadcasting Technology)

Modality
Face-to-Face
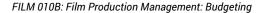100% Online

Catalog Description
Movies are make-believe. The work done to make them is not. Long before cameras roll, and continuing when and long after they do, line producers, production managers, locations managers, first assistant directors and others are working hard to prepare for, manage and carry out a process that will utilize the talents of a small army of creative and technical filmmakers and allocate valuable, irreplaceable resources not the least of which are time and money. There is no just "going out and shooting" this. The seeming madness of the creative process that is filmmaking is in reality managed in a process of its own that evolved with the medium.

This course will teach students one of the most important parts of this process - creating a line item budget. In doing so, they will learn all of the various departments, resources and personnel that are required to make a film production possible. And they will learn to allocate one of the two most valuable resources required to make a film - money.

This course is valuable for anyone interested in producing, line producing, production managing, set managing, location scouting and managing and producing or directing a movie.

Schedule Description
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Lecture Units
1.5
Lecture Semester Hours
27

Lab Units
0

In-class Hours
27

Out-of-class Hours
54

Total Course Units
1.5
Total Semester Hours
81

Prerequisite Course(s)
FILM 002A

Required Text and Other Instructional Materials
Resource Type
Book

Author
Bastian Cleve

Title
Film Production Management

Edition
4th

Publisher
Rutledge

Year
2017

College Level
Yes

ISBN #
0415788773

Class Size Maximum
24

Entrance Skills
Identify and demonstrate an understanding of the development and pre-production process, most especially the importance of budgeting for all resources required for the completion of the film in developing a film or video for production.

Identify and demonstrate a working knowledge of the elements and process of production, post-production and distribution/ broadcast and the impact that proper budgeting will have on them.

Requisite Course Objectives
FILM 002A-Identify and demonstrate the elements of pre-production including scripting, scheduling, storyboarding and shot listing involved to successfully develop and prepare an original short film/video for production.

FILM 002A-Identify and demonstrate the elements of production including camera, sound, performance, set protocols and management procedures required to successfully shoot a short film/video.
FILM 002A-Identify and demonstrate the elements of post-production including editing picture and sound, creating basic effects, color correction and titling and final mixing required to successfully edit, finish and deliver a short film/video.
FILM 002A-Identify and demonstrate the elements of exhibition and broadcast required to successfully distribute an original short film/video.

Course Content
- The role of the Producer and Line Producer
- The hierarchy of film production - Producers and Directors
- Signing off on a budget - what the Director promises to adhere to
- Breaking down a script for production, in particular for budgeting
- Hiring Cast & Crew: references, deal memos and contracts
- Always checking with SAG-AFTRA and other unions for rates vis a vis budget range
- Laws in relation to working hours/day/week
- Breaks, turnarounds and overtime allowances
- Setting fringe percentages (globals) and tax credit calculations in Movie Magic budgeting software
- Employees vs. Hire Outs
- Insurance needs

Course Objectives

	Objectives
Objective 1	Evaluate all of the underlying resources needed to support a properly budgeted film production.
Objective 2	Apply the process of proper script break-down to tag the required resources
Objective 3	Apply the process of cross referencing the budget to comply with the film's shooting schedule addressing factors such as location, cast, travel, union regulations, etc.
Objective 4	Formulate an ability to manage money as it pertains to the resources needed for production of a film and to properly allocate contingencies. .

Student Learning Outcomes

	Upon satisfactory completion of this course, students will be able to:
Outcome 1	Analyze a script to determine the cost of production.
Outcome 2	Develop a detailed budget for a film.
Outcome 3	Research and develop resources for various production needs.

Methods of Instruction

Method	Please provide a description or examples of how each instructional method will be used in this course.
Activity	Breakdown screenplays in preparation for budgeting.
Lecture	Using Keynote presentations, video, computer projection and software demonstration, lecture will communicate the process and principles underlying the script breakdown process and the importance of the proper identification of the resources required to budget a film to facilitate its successful completion and distribution.
Skilled Practice at a Workstation	Use of industry standard Movie Magic Budgeting software.

Methods of Evaluation

Method	Please provide a description or examples of how each evaluation method will be used in this course.	Type of Assignment
Computational/problem-solving evaluations	Script breakdowns and budget drafts will be studied in greater and greater degrees of complexity in class and six to eight out of class exercises and assignments will be submitted for instructor evaluation.	In and Out of Class

Reading reports	Reports written based on text and other readings will be submitted for instructor evaluation.	Out of Class Only
Mid-term and final evaluations	Testing basic knowledge and skills	In Class Only

Assignments

Other In-class Assignments
- Negotiate contracts and deal memos
- Negotiate clearances and releases
- Negotiate with unions
- Negotiate equipment and design costs
- Navigate pre-production difficulties related to budget

Other Out-of-class Assignments
- Research SAG-AFTRA micro, low, standard and new media budgets
- View films and research their budgets
- Research the costs associated with marketing films

Grade Methods
Letter Grade Only

Distance Education Checklist

Instructional Materials and Resources

Effective Student/Faculty Contact

Which of the following methods of regular, timely, and effective student/faculty contact will be used in this course?

Within Course Management System:
Timely feedback and return of student work as specified in the syllabus
Discussion forums with substantive instructor participation
Chat room/instant messaging
Regular virtual office hours
Private messages
Online quizzes and examinations
Weekly announcements

External to Course Management System:
Direct e-mail
Posted audio/video (including YouTube, 3cmediasolutions, etc.)

Briefly discuss how the selected strategies above will be used to maintain Regular Effective Contact in the course.

• Private messaging in Canvas will allow the professor to give personal feedback to each student every week on quizzes and/or homework assignments.
• Regular virtual office hours will give students the opportunity to reach out to the professor with questions or concerns, or to follow up on feedback.
• Online quizzes and examinations include feedback from the professor and the opportunity for student interaction.
• Timely feedback and return of student work lets each student know their progress as each module is mastered.
• Posted YouTube audio/video is part of each homework assignment, and is integrated into the Canvas LMS.
• Weekly Announcements in Canvas alert students to upcoming assignments, discussions and quizzes. Students will be encouraged to configure the Canvas app to give them real-time alerts of posted notifications and due dates.
• Discussion Forums with substantive instructor participation, particularly for the term project, invite students to interact with each other and the instructor in analysis and
interpretation of films.

Other Information

MIS Course Data

CIP Code
50.0602 - Cinematography and Film/Video Production.

TOP Code
061220 - Film Production

SAM Code
C - Clearly Occupational

Basic Skills Status
Not Basic Skills

Prior College Level
Not applicable

Cooperative Work Experience
Not a Coop Course

Course Classification Status
Credit Course

Approved Special Class
Not special class

Noncredit Category
Not Applicable, Credit Course

Funding Agency Category
Not Applicable

Program Status
Program Applicable

Transfer Status
Not transferable

Allow Audit
No

Repeatability
No

Materials Fee
No

Additional Fees?
No

Approvals

Curriculum Committee Approval Date
11/21/2019

Academic Senate Approval Date
12/12/2019

Board of Trustees Approval Date
1/17/2020

Chancellor's Office Approval Date

1/21/2020

Course Control Number

CCC000612104

Programs referencing this course

Basic Film Production Certificate of Achievement (http://catalog.collegeofthedesert.eduundefined?key=149/)
Advanced Film Production Certificate of Achievement (http://catalog.collegeofthedesert.eduundefined?key=196/)
Film Production Management Certificate of Achievement (http://catalog.collegeofthedesert.eduundefined?key=269/)
Film Production AS Degree (http://catalog.collegeofthedesert.eduundefined?key=69/)