DGTL12014 *Documentary Filmmaking*

Term 1 - 2023

Profile information current as at 12/10/2024 05:26 pm

All details in this unit profile for DGTL12014 have been officially approved by CQUniversity and represent a learning partnership between the University and you (our student).The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

General Information

Overview

In this unit, you will learn the history and theory of documentary, and about current trends in industry practice. Through a series of individual exercises, you will gain skills in project development, sound and vision capture, and documentary editing using industry-standard software. You will apply these skills in the production of your own short documentary. You will be encouraged to find your authentic voice and visual style, and will be introduced to the ethical and legal considerations for documentary practice.

Details

Career Level: *Undergraduate*
Unit Level: *Level 2*
Credit Points: *6*
Student Contribution Band: *10*
Fraction of Full-Time Student Load: *0.125*

Pre-requisites or Co-requisites

Prerequisite: MMST11009 Digital Video and Audio
Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the Assessment Policy and Procedure (Higher Education Coursework).

Offerings For Term 1 - 2023

- Brisbane
- Bundaberg
- Cairns
- Mackay
- Online
- Rockhampton

Attendance Requirements

All on-campus students are expected to attend scheduled classes – in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

Website

This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.

Class and Assessment Overview

Recommended Student Time Commitment

Each 6-credit Undergraduate unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

Class Timetable

Regional Campuses
Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

Metropolitan Campuses
Adelaide, Brisbane, Melbourne, Perth, Sydney

Assessment Overview

1. **Practical Assessment**
Weighting: 40%
2. **Practical Assessment**
Weighting: 60%

Assessment Grading

This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the University's Grades and Results Policy for more details of interim results and final grades.

CQUniversity Policies

All University policies are available on the CQUniversity Policy site.
You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure – Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure – International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback – Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the CQUniversity Policy site.

Previous Student Feedback

Feedback, Recommendations and Responses

Every unit is reviewed for enhancement each year. At the most recent review, the following staff and student feedback items were identified and recommendations were made.

Feedback from Self Reflection

Feedback
The first assessment was quite complex.

Recommendation
Streamline first and second assessments. Focus on preproduction exercises as the main assessment outcome for Assessment 1.

Feedback from Teaching Team feedback

Feedback
Make more use of the technical demonstrators on campuses

Recommendation
Allow sufficient time in the breakout groups for technical demonstrators to work with students.

Unit Learning Outcomes

On successful completion of this unit, you will be able to:

1. Integrate a theoretical understanding of documentary practice and audiovisual skills in the creation of a completed documentary project.
2. Apply documentary editing principles in the creation of a documentary using industry-standard editing software.
3. Manage media files and workflow through the stages of development, pre-production, production, post-production and distribution
4. Reflect critically on one's own professional documentary practice within an industry-standard ethical framework.

Alignment of Learning Outcomes, Assessment and Graduate Attributes

— N/A Level | • Introductory Level | • Intermediate Level | • Graduate Level | ◦ Professional Level | ◦ Advanced Level

Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes			
	1	2	3	4
1 - Communication	•	•		•
2 - Problem Solving		•	•	
3 - Critical Thinking		•		•
4 - Information Literacy	•	•		
5 - Team Work	•		•	
6 - Information Technology Competence		•	•	
7 - Cross Cultural Competence	•			
8 - Ethical practice	•			•
9 - Social Innovation				•
10 - Aboriginal and Torres Strait Islander Cultures				

Textbooks and Resources

Textbooks

There are no required textbooks.

Additional Textbook Information
There are recommended texts for this unit, however, these are all available online at no cost to students via the unit Moodle website.

IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- Video and Audio Recording Device (Camcorder, Digital Camera, Smartphone, etc.)
- Microphone and camera for use with Zoom for Online/Livestream students

Referencing Style

All submissions for this unit must use the referencing style: American Psychological Association 7th Edition (APA 7th edition)
For further information, see the Assessment Tasks.

Teaching Contacts

Jan Cattoni Unit Coordinator
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Schedule

Week 1 - 06 Mar 2023

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to documentary filmmaking & unit overview	See Week 1 Study Guide (found on Moodle)	

Week 2 - 13 Mar 2023

Module/Topic	Chapter	Events and Submissions/Topic
Documentary analysis: Definitions, elements and genres Visual coverage	See Week 2 Study Guide (found on Moodle)	

Week 3 - 20 Mar 2023

Module/Topic	Chapter	Events and Submissions/Topic
Documentary ethics and legal frameworks Interviewing documentary participants	See Week 3 Study Guide (found on Moodle)	

Week 4 - 27 Mar 2023

Module/Topic	Chapter	Events and Submissions/Topic
Visual and audio relationships Introduction to documentary editing	See Week 4 Study Guide (found on Moodle)	

Week 5 - 03 Apr 2023

Module/Topic	Chapter	Events and Submissions/Topic
Pitch documents: Putting your ideas together	See Week 5 Study Guide (found on Moodle)	**Creative Development Workbook** Due: Week 5 Thursday (6 Apr 2023) 11:59 pm AEST

Vacation Week - 10 Apr 2023

Module/Topic	Chapter	Events and Submissions/Topic
No classes this week		

Week 6 - 17 Apr 2023

Module/Topic	Chapter	Events and Submissions/Topic
Documentary pre-production: Planning your production, permissions, safety and scheduling	See Week 6 Study Guide (found on Moodle)	

Week 7 - 24 Apr 2023

Module/Topic	Chapter	Events and Submissions/Topic
Documentary production: Shooting your documentary Workflow and file management	See Week 7 Study Guide (found on Moodle)	

Week 8 - 01 May 2023		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Documentary post-production: Reviewing your footage and assembling scenes	See Week 8 Study Guide (found on Moodle)	Rough-cut feedback
Week 9 - 08 May 2023		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Post-production: Integrating feedback into your rough-cut	See Week 9 Study Guide (found on Moodle)	Rough-cut feedback
Week 10 - 15 May 2023		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Post-production: Moving from rough-cut to fine-cut	See Week 10 Study Guide (found on Moodle)	
Week 11 - 22 May 2023		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Post-production: Audio mix, grading and credits	See Week 11 Study Guide (found on Moodle)	Fine-cut feedback
Week 12 - 29 May 2023		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Documentary distribution and professional practice	See Week 12 Study Guide (found on Moodle)	**Short Documentary Project** Due: Week 12 Thursday (1 June 2023) 11:59 am AEST
Review/Exam Week - 05 Jun 2023		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Exam Week - 12 Jun 2023		
Module/Topic	**Chapter**	**Events and Submissions/Topic**

Assessment Tasks

1 Creative Development Workbook

Assessment Type
Practical Assessment

Task Description
The Creative Development Workbook is a structured set of weekly exercises designed to support you in developing the skills required for the Short Documentary Project (Assignment 2). Weekly exercises include the following:

1. **Critical thinking exercises:** These exercises are designed to help you develop critical thinking skills to assist you in making informed decisions about the content and style of your documentary. Theoretical concepts that relate to documentary filmmaking are included in the unit content.
2. **Technical production exercises:** These exercises are designed to develop the technical skills required to create a documentary. They include conducting an interview, audio capture, camera and editing skills.
3. **Project development exercises:** These exercises are designed to help develop and test your ideas for your documentary. By the end of the development exercises, you will have completed a pitch document for your documentary.

The exercises are designed to be completed sequentially, starting from Week 1 and continuing through to Week 4. A Creative Workbook template is provided to complete and submit the exercises and can be found in the Assessment Tile on your unit website (Moodle). Details of the weekly exercises can be found in the Creative Development Workbook Template and in the Weekly Study Guides. You are also required to complete a self-evaluation as part of this assignment. Creativity and experimentation are encouraged.
The completed assignment should adhere to the submission requirements provided in the detailed assignment breakdown on the unit website (Moodle).

Assessment Due Date
Week 5 Thursday (6 Apr 2023) 11:59 pm AEST

Please submit your completed Creative Development Workbook via Moodle

Return Date to Students
Week 6 Thursday (20 Apr 2023)

Work will be returned to students two weeks following submission

Weighting
40%

Assessment Criteria

- Attention to completion of the required task
- Engagement with theory and concepts
- Quality of technical skills in camera, audio and editing
- Quality of project development
- Engagement with self-evaluation

Please refer to the unit website (Moodle) for full details on the assessment criteria.

Referencing Style

- American Psychological Association 7th Edition (APA 7th edition)

Submission
Online

assessmentOutcome

- Integrate a theoretical understanding of documentary practice and audiovisual skills in the creation of a completed documentary project.
- Manage media files and workflow through the stages of development, pre-production, production, post-production and distribution

assessmentGradAttribute

2 Short Documentary Project

Assessment Type
Practical Assessment

Task Description
The Short Documentary Project requires you to complete a standalone short documentary of 3-5 minutes to a standard suitable for entry into a nominated film festival. The subject of your documentary can be of your own choosing and must include an interview with your participant, accompanying b-roll footage, and a verite scene of a social, physical, or cultural ritual. In addition to your documentary, you are required to submit specified documentation and a reflective statement on your documentary practice.
This assignment requires you to submit:

1. Completed short documentary
2. Pre-production, production, post-production and workflow documentation
3. Reflective statement and self-evaluation

Students are required to attend a rough-cut screening in Weeks 8 or 9 to receive and give feedback as per standard industry practice.
Industry-standard documentation and a submission template are provided and can be found in the Assessment Tile on your unit website (Moodle).
The completed assignment should adhere to the submission requirements provided in the detailed assignment breakdown on the unit website (Moodle).

Assessment Due Date
Week 12 Thursday (1 June 2023) 11:59 am AEST

Please submit your completed assignment via Moodle

Return Date to Students
Exam Week Thursday (15 June 2023)

Work will be returned to students two weeks following submission

Weighting
60%

Assessment Criteria

- Attention to completion of the required task
- Synthesis of visual, audio and editing elements in the completed documentary
- Quality of technical skills
- Quality of documentation
- Engagement with peer and self-evaluation, and reflective practice

Please refer to the unit website (Moodle) for full details on the assessment criteria.

Referencing Style

- American Psychological Association 7th Edition (APA 7th edition)

Submission
Online

Submission Instructions
Please submit your completed Creative Development Workbook via Moodle

assessmentOutcome

- Apply documentary editing principles in the creation of a documentary using industry-standard editing software.
- Manage media files and workflow through the stages of development, pre-production, production, post-production and distribution
- Reflect critically on one's own professional documentary practice within an industry-standard ethical framework.

assessmentGradAttribute

Academic Integrity Statement

As a CQUniversity student you are expected to act honestly in all aspects of your academic work.

Any assessable work undertaken or submitted for review or assessment must be your own work. Assessable work is any type of work you do to meet the assessment requirements in the unit, including draft work submitted for review and feedback and final work to be assessed.

When you use the ideas, words or data of others in your assessment, you must thoroughly and clearly acknowledge the source of this information by using the correct referencing style for your unit. Using others' work without proper acknowledgement may be considered a form of intellectual dishonesty.

Participating honestly, respectfully, responsibly, and fairly in your university study ensures the CQUniversity qualification you earn will be valued as a true indication of your individual academic achievement and will continue to receive the respect and recognition it deserves.

As a student, you are responsible for reading and following CQUniversity's policies, including the **Student Academic Integrity Policy and Procedure**. This policy sets out CQUniversity's expectations of you to act with integrity, examples of academic integrity breaches to avoid, the processes used to address alleged breaches of academic integrity, and potential penalties.

What is a breach of academic integrity?
A breach of academic integrity includes but is not limited to plagiarism, self-plagiarism, collusion, cheating, contract cheating, and academic misconduct. The Student Academic Integrity Policy and Procedure defines what these terms mean and gives examples.

Why is academic integrity important?
A breach of academic integrity may result in one or more penalties, including suspension or even expulsion from the University. It can also have negative implications for student visas and future enrolment at CQUniversity or elsewhere. Students who engage in contract cheating also risk being blackmailed by contract cheating services.

Where can I get assistance?
For academic advice and guidance, the Academic Learning Centre (ALC) can support you in becoming confident in completing assessments with integrity and of high standard.

What can you do to act with integrity?

Be Honest
If your assessment task is done by someone else, it would be dishonest of you to claim it as your own

Seek Help
If you are not sure about how to cite or reference in essays, reports etc, then seek help from your lecturer, the library or the Academic Learning Centre (ALC)

Produce Original Work
Originality comes from your ability to read widely, think critically, and apply your gained knowledge to address a question or problem