



# DGTL12015 Video Editing and Post-Production

## Term 2 - 2023

Profile information current as at 04/05/2024 08:00 am

All details in this unit profile for DGTL12015 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

This unit of study will teach you the common layout, tools and workflow for industry-standard video editing software. You will learn the history, methods and principles of video editing and learn how to take a project from rough footage to a finished movie. Through a series of individual editing exercises and practice assessments, you will work through the process of project management, workflow, editing audio and vision, chroma keying colour correction and grading, sound mixing, titles, credits and export. You will learn how to fix common audio and vision problems in documentary and narrative fiction and gain an understanding of professional practices and processes in post-production.

### 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 2 - 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: 20%

#### 2. **Practical Assessment**

Weighting: 30%

#### 3. **Practical Assessment**

Weighting: 50%

### 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 SUTE (Student and Teacher Evaluation)

**Feedback**

Students questioned the value of Feedback Fruits as a peer evaluation tool

**Recommendation**

Review the use of Feedback Fruits for Assessment 2 in 2023

## Unit Learning Outcomes


















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

1. Apply the principles of video editing and visual storytelling in the creation of edited drama and documentary programs
2. Produce completed programs using industry-standard software
3. Manage media files and workflow through the stages of assemble, rough cut, fine cut, colour grading, graphics, sound mix and export of finished movies
4. Reflect critically on one's own professional video editing and post-production practice.























## Alignment of Learning Outcomes, Assessment and Graduate Attributes

 N/A Level	 Introductory Level	 Intermediate Level	 Graduate Level	 Professional Level	 Advanced Level
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### 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				

### Alignment of Assessment Tasks to Graduate Attributes

Assessment Tasks	Graduate Attributes									
	1	2	3	4	5	6	7	8	9	10
1 - Practical Assessment - 20%										
2 - Practical Assessment - 30%										
3 - Practical Assessment - 50%										

## Textbooks and Resources

### Textbooks

**There are no required textbooks.**

#### Additional Textbook Information

All texts will be available online.

### IT Resources

**You will need access to the following IT resources:**

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- Headphones
- Adobe Encoder (Adobe Creative Cloud student subscription recommended)
- Adobe Premiere Pro (Adobe Creative Cloud student subscription recommended) or other NLE software (eg. DaVinci Resolve)
- Headphones or speaker, and a microphone for Zoom sessions

## 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  
[j.cattoni@cqu.edu.au](mailto:j.cattoni@cqu.edu.au)

## Schedule

### Week 1 - 10 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to Unit Principles of Editing 1		Complete Student Survey

### Week 2 - 17 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Principles of Editing 2		

### Week 3 - 24 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Principles of Editing 3		<b>Editing Exercise</b> Due: Week 3 Friday (28 July 2023) 11:59 pm AEST

### Week 4 - 31 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Workflow and Techniques for Editing Documentary		

### Week 5 - 07 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
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Workflow and Techniques for Editing  
Scripted Content

### Vacation Week - 14 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
No Classes This Week		

### Week 6 - 21 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
Colour Correction and Colour Grading		

### Week 7 - 28 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
Sound Editing and Sound Mixing		

### Week 8 - 04 Sep 2023

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to Reels		<b>Documentary and Scripted Scene Editing</b> Due: Week 8 Monday (4 Sept 2023) 11:59 pm AEST

### Week 9 - 11 Sep 2023

Module/Topic	Chapter	Events and Submissions/Topic
Advanced Editing Techniques 1		

### Week 10 - 18 Sep 2023

Module/Topic	Chapter	Events and Submissions/Topic
Advanced Editing Techniques 2		Rough Cut Screenings

### Week 11 - 25 Sep 2023

Module/Topic	Chapter	Events and Submissions/Topic
Advanced Editing Techniques 3		Rough Cut Screenings

### Week 12 - 02 Oct 2023

Module/Topic	Chapter	Events and Submissions/Topic
Export & Distribution Professional Practice		<b>Editing Portfolio</b> Due: Week 12 Thursday (5 Oct 2023) 11:59 pm AEST

### Review/Exam Week - 09 Oct 2023

Module/Topic	Chapter	Events and Submissions/Topic
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### Exam Week - 16 Oct 2023

Module/Topic	Chapter	Events and Submissions/Topic
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## Term Specific Information

A redesigned version of the prerequisite to this unit, MMST11009 Digital Video and Audio, was first delivered in Term 1, 2022. This unit uses that version of the prerequisite as the basis for its expectations of students' technical proficiency in video post-production. Students who completed an older version of that unit or who are not confident in their technical production skills will not be disadvantaged. This unit is designed to allow students to recognise their own learning needs and styles and choose from a wide range of resources that are provided in the unit materials.

## Assessment Tasks

# 1 Editing Exercise

## Assessment Type

Practical Assessment

## Task Description

For this assessment, you are required to complete a series of editing exercises that follow an industry-standard postproduction workflow. You will be required to manage files, create a project, undertake a range of editing techniques within the project, and export the project in the formats specified. As part of this assessment, you are also required to engage with fundamental editing principles, provide evidence of your workflow, and undertake a self-evaluation as outlined in the Full Assessment 1 Brief on the unit Moodle page. A template is provided to guide you through the completion and submission of this assessment.

## Assessment Due Date

Week 3 Friday (28 July 2023) 11:59 pm AEST

## Return Date to Students

Week 5 Friday (11 Aug 2023)

Returned 2 weeks following submission

## Weighting

20%

## Assessment Criteria

- Attention to completion of the required task (10%)
- Technical proficiency (40%)
- Editing techniques (20%)
- Creative decision-making (20%)
- Critical analysis of own work (10%)

## Referencing Style

- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

## Submission

Online

## Submission Instructions

Submit assessment template via Moodle

## Learning Outcomes Assessed

- Produce completed programs using industry-standard software

## Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence
- Ethical practice

# 2 Documentary and Scripted Scene Editing

## Assessment Type

Practical Assessment

## Task Description

For this assessment, you are required to edit a documentary and a scripted scene from unedited rushes. A director's brief is provided for each scene, and each set of rushes will have a particular problem that requires solving in the edit. The edited scenes should be created with Adobe Premiere Pro, and the project must match the technical specifications outlined in the Full Assessment 2 Brief on the unit Moodle page. Using the template provided, you are also required to submit evidence of your file management and workflow, complete a self-evaluation and write a short statement outlining your choices and approach. Creativity is encouraged.

## Assessment Due Date

Week 8 Monday (4 Sept 2023) 11:59 pm AEST

**Return Date to Students**

Week 10 Monday (18 Sept 2023)

**Weighting**

30%

**Assessment Criteria**

- Attention to completion of the required task (10%)
- Technical proficiency (40%)
- Editing techniques (20%)
- Creative decision-making (10%)
- Problem-solving (10%)
- Self-evaluation and critical reflection on practice (10%)

**Referencing Style**

- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

**Submission**

Online

**Submission Instructions**

Submit assessment template via Moodle

**Learning Outcomes Assessed**

- Apply the principles of video editing and visual storytelling in the creation of edited drama and documentary programs
- Manage media files and workflow through the stages of assemble, rough cut, fine cut, colour grading, graphics, sound mix and export of finished movies

**Graduate Attributes**

- Communication
- Problem Solving
- Information Literacy
- Team Work
- Information Technology Competence
- Cross Cultural Competence
- Ethical practice

## 3 Editing Portfolio

**Assessment Type**

Practical Assessment

**Task Description****Editing Portfolio**

You are required to create a portfolio to showcase your skills in video editing and post-production. A combination of minor exercises and a major editing exercise are required to build your portfolio. The minor exercises include but are not limited to chromakey, sound mixing, and colour grading. The major exercise requires you to edit a showreel of your own work or undertake an equivalent body of work as agreed upon in consultation with the Unit Coordinator. The portfolio should be created with Adobe Premiere Pro, and the project must match the technical specifications outlined in the Full Assessment 3 Brief on the unit Moodle page. Students are required to share a rough cut screening during Weeks 10 & 11. Creativity is encouraged.

**Supporting Documentation**

In addition to the portfolio, you are required to:

- Give and receive peer feedback at the rough cut stage of your portfolio during weeks 10 & 11.
- Write a 300-word (+/-10%) critical reflective statement using the framing questions provided.
- Complete a self-assessment as outlined on the unit Moodle page Assessment tile.

An assessment template is provided for submission.

**Assessment Due Date**

Week 12 Thursday (5 Oct 2023) 11:59 pm AEST



**Return Date to Students**

Exam Week Thursday (19 Oct 2023)

**Weighting**

50%

**Assessment Criteria**

- Attention to completion of the required task (10%)
- Technical proficiency (40%)
- Editing techniques (20%)
- Creative decision-making (20%)
- Self and peer evaluation and critical reflection on practice (10%)

**Referencing Style**

- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

**Submission**

Online

**Submission Instructions**

Submit assessment template via Moodle

**Learning Outcomes Assessed**

- Apply the principles of video editing and visual storytelling in the creation of edited drama and documentary programs
- Produce completed programs using industry-standard software
- Manage media files and workflow through the stages of assemble, rough cut, fine cut, colour grading, graphics, sound mix and export of finished movies
- Reflect critically on one's own professional video editing and post-production practice.

**Graduate Attributes**

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Team Work
- Information Technology Competence
- Cross Cultural Competence
- Ethical practice
- Social Innovation

## 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