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## DOCUMENTARY PRODUCTION ONE

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### **DOC PRO ONE C13**

**Sept 20th – Dec 15<sup>th</sup> 2016**

**Tuesdays & Thursdays 4:30PM – 6:00PM**

**Weekly Studio Hours by appointment**

**The Documentary Center  
Located inside The 3030 Arts Building**

**3030 East Olympic Blvd**

**Los Angeles, CA 90004**

**323.485.0283**

**[www.thedocumentarycenter.org](http://www.thedocumentarycenter.org)**

A large, bold, black logo consisting of the words "DOC", "PRO", and "ONE" stacked vertically in a sans-serif font.

### **Course Overview:**

**Through a combination of lecture, independent studio hours, & peer review, DOC PRO ONE, familiarizes the individual with pre, pro, & post documentary production workflows resulting in an approximately 3 minute short comprised of interview & verite footage on a topic of the individual's choosing.**

**DOC PRO ONE meets 3 hours a week for 13 weeks, includes 4+ individual studio hours per week and use of professional film, sound & editing equipment including one on one training in the field by a documentary professional.**

### **Topics & applications to be covered during the course:**

- **Topic Proposal One Sheet**
- **Casting Spreadsheet**

- **Initial Story Outline**
- **Shoot Schedule**
- **Basic Operation of Professional film & Sound Equipment**
- **Filming for Interview**
- **Filming for Verite**
- **Interview Questions**
- **Project Files (basic set up)**
- **Footage Transcription Document**
- **Project Files (logging & Media Organization)**
- **Revised Story Outline**
- **Highlighted Transcript**
- **Paper Edit**
- **Pass System for Interview & Verite Footage**
- **Cutting for Time**
- **Fine Cut & Export**
- **Exhibition**

### **Class Schedule:**

#### **Week 1:**

**Class 1: Course Introduction/Project Discussion**

**Class 2: Topic Proposal One Sheet Lecture**

**Studio Hours: Construct your Topic Proposal One Sheet**

#### **Week 2:**

**Class 1: Topic Proposal One Sheet Peer Review**

**Class 2: Writing Interview Questions Lecture**

**Studio Hours: Write Your Interview Questions**

#### **Week 3:**

**Class 1: Interview Questions Peer Review**

**Class 2: Shoot Schedule Lecture/Execute/Review**

**Studio Hours: Finish your shoot schedule**

**Week 4:****Class 1: Filming Verite Lecture****Class 2: Filming Interview Lecture****Field Work: Shooting your interview & verite****Week 5:****Class 1: Verite Peer Review****Class 2: Interview Peer Review****Week 6:****Class 1: Media Organization/Project File/Premiere Pro Lecture****Studio Hours: Name your clips & set up your project file****Class 2: Pass System Lecture****Studio Hours: Begin your passes****Week 7:****Class 1: Pass System Peer Review****Class 2: Paper Edit Lecture****Studio Hours: Construct your paper edit****Week 8:****Class 1: Paper Edit Review****Class 2: Bite Pull Lecture****Studio Hours: Pull your bites****Week 9:****Class 1: Bite Pull Peer Review****Class 2: First Assembly Lecture**

**Studio Hours: Construct your First Assembly****Week 10:****Class 1: Rough Cut Passes Lecture****Class 2: Rough Cut Passes Review****Studio Hours: Perform your Rough Cut Passes****Week 11:****Class 1: Rough Cut Peer Review****Class 2: Fine Cut Lecture****Studio Hours: Perform your fine cut****Week 12:****Class 1: Audio Pass Lecture****Class 2: Score & Title Lecture****Studio Hours: Perform your Audio Pass, Score, & Title****Week 13:****Class 1: Fine Cut Review****Class 2: Export & Exhibition****Glossary of course topics:****Topic Proposal One Sheet:**

**The topic proposal one sheet is a one-page paper outlining the proposed topic. It is comprised of 2 paragraphs, along with two photos that visually describe the topic.**

**The purpose of the Topic Proposal One sheet is to identify the “sublayer” or focus of your piece and then describe it from macro to micro with 2 photos and 2 paragraphs thus creating a solid foundation for the visual and verbal story telling of your piece.**

**Casting Spreadsheet:**

**The Casting Spreadsheet is a document listing all potential subjects and their call history.**

**The casting spreadsheet is an essential document for any casting endeavor, but it is especially necessary for any major casting push or any topic that is especially difficult to cast.**

**Initial Story Outline:**

**The initial story outline is a basic one-page outline detailing a possible beginning, middle, and end for the story arc of the subject that has been cast.**

**This document is based on conversations the student has had with the subject and prepares the student as much as is possible for any reasonably conceivable turn the story could take.**

**This document is not generated in order to bend events to itself, but rather to prepare the student for various outcomes of events, thus enabling the student to be better prepared to think on his or her feet in the field.**

**Shoot Schedule:**

**The Shoot Schedule is a one or two page document detailing the verite' shoot that the student has scheduled with their subject.**

**The shoot schedule should have a very clear directive, such as "Cover the outcome of Bobby's meeting with Claire", as well as containing an hour-by-hour accounting of the schedule of the day.**

**Addresses, contact information, and directions for the crew should be included.**

**Interview Questions:**

**The interview questions document is a list of proposed questions the student will ask the subject during the interview.**

**These questions must be very carefully considered in order to achieve the most coherent and emotionally compelling material**

**possible while remaining respectful and in good standing with the subject.**

**Project Files (basic set up):**

**For this assignment students will turn in their Premiere Pro Project Files to ensure that they have been set up in the organizational manner outlined in class.**

**Footage Transcription Document:**

**The Footage Transcription Document is strictly formatted so as to document with precise accuracy every word that is said in the footage. It is interlaced with time code from the footage.**

**The paper edit will be founded on this document later in the course.**

**Project Files (Logging & Media Organization):**

**For this assignment students will turn in their Premiere Pro Project files to ensure that the footage shot in the field has been logged and organized properly.**

**Revised Story Outline:**

**The revised story outline is a revision of the initial story outline taking into account the events that have been captured on film by the student.**

**The revised story outline will be the guiding mechanism for the highlighting of the transcriptions and the paper edit.**

**The revised story outline gives the student the opportunity to synthesize the content captured on film and allows them to begin the process of communicating the story of the subject.**

**Highlighted Transcript:**

**Based on the course of direction determined by the revised story outline, the student will highlight content found within the footage transcription document.**

**This document will contain first pass material outlining content that the student feels clearly communicates the story, identity, and emotional journey of the subject as it pertains to the revised story outline.**

**Paper Edit:**

**The paper edit is essentially “driving directions” for the editor and begins the student on the path to story producing. It is a document one or two pages in length that contains two columns: one verbal and one visual.**

**The verbal column will contain each statement pulled from the highlighted transcript with time code from the beginning of the scene to the end.**

**In the visual column is the visual correspondent of every entry in the verbal column, such as, “On Camera Interview”, “Verite’ - Joe enters doctors office”, ect.**

**This document is an essential step before editing begins and is essentially a typed version of the final scene.**