UNC SCHOOL OF THE ARTS
SCHOOL OF FILMMAKING
Spring Term – 2014
FIM 4832-1 – The Freelance Cinematographer
Instructor: David E. Elkins, SOC
Office Location - Buck Building, First Floor, #5108, 770-1363, elkinsd@uncsa.edu
Office Hours by Appointment
Course Web Site: www.uncsafilm.net/4832

MEETING TIME AND LOCATION:
Friday 2 to 4 pm, Buck #5109

COURSE CONTENT and STUDENT LEARNING OUTCOMES
The film industry is unlike any other profession on the planet. The freelance cinematographer is always working to get their next job. They are also constantly working to keep proper records of all previous jobs including updating resumes and reels, recording all expenses related to work and more.

This course is designed to give Cinematography students a study of the business side of the film and video industry. Included in the course will be the development of each student’s reel, resume and business card. This course will examine labor unions, contracts, wages, taxes, and types of work available to the Cinematography student after graduation. Close attention will be paid to preparing each Cinematography student for careers in one of the Cinematography related departments: Camera, Grip and Electric. The course will also cover how to market oneself in different geographical locations.

At the conclusion of this course, the student will:
1. Have an understanding of the business side of the film and video production industry, including the history of the industry.
2. Have an understanding of basic contracts and union vs. non-union productions.
3. Know how to market themselves and find the best job possible.
4. Know how to conduct their own business as either a freelance craftsmen or an employee of a production company.
5. Have a professional reel, resume and business card that they can use to market themselves.

REQUIRED AND RECOMMENDED BOOKS, TOOLS AND MATERIALS
If a book, tool or other material is required for a class, students are obligated to acquire it. Any student who attends class without having the required books, tools or other materials in their possession will have their class participation grade lowered at the discretion of the instructor.

RECOMMENDED BOOKS:
- Hollywood’s Other Blacklist: Union Struggles in the Studio System by Mike Nielson and Gene Mailes, British Film Institute, ISBN# 085170-509X
COURSEWORK AND STUDENT EVALUATION
In addition to attendance (please refer to ATTENDANCE POLICY in Student Handbook), there are four (4) graded aspects to this course:

25% - Class Participation: Each student is expected to demonstrate interest and knowledge by engaging in discussions, asking questions, providing information, opinions and feedback.

25% - Research Projects & Papers: An individual project and paper will be assigned that will require research and development outside of class time. No work will be accepted past the assigned due date. For extra credit students may prepare a preliminary design of a web site to promote themselves as freelance cinematographers.

25% - Reel, Resume and Business Card: Each student will be expected to compose a demo reel, resume and business card or draft of a business card. The reel should contain both student work and any professional work they may have done.

25% - Final Exam: There will be a Final Exam at the end of the term which covers all the material in the lectures throughout the term. The exam will consist of multiple choice, true/false, matching and fill in the blank questions.

ATTENDANCE/TARDY POLICY & SCHEDULING MAKEUP WORK
Please refer to the policy in your Student Handbook.

INCOMPLETE GRADE REQUESTS
Please refer to the policy in your Student Handbook.

ACADEMIC INTEGRITY POLICY
UNCSA is committed to fostering an intellectual, artistic, and ethical environment based on the principles of academic integrity as a critical part of educating artists and citizens. Academic integrity is essential to the success of the University’s mission, and violations of academic integrity constitute offenses against the entire UNCSA community.

Students who violate University rules on academic integrity are subject to disciplinary penalties, including the possibility of failure in the course and/or dismissal from the University. Since such academic integrity violations harm the individual, all students, and the integrity of the University, policies on academic integrity will be strictly enforced. For further information please visit the College Handbook Website:

STUDENTS WITH DISABILITIES
In compliance with the University of North Carolina School of the Arts policy and equal access laws, faculty are available to discuss appropriate academic accommodations that may be required for students with disabilities. Students are encouraged to register with the Officer for Student Disabilities to verify their eligibility for appropriate accommodations. Note that accommodations will not be granted without appropriate written documentation. Students with documented disabilities, as defined by the Americans with Disabilities Act, who anticipate the need for accommodations in a class, should notify the faculty member upon entrance to the course. The faculty member will work in conjunction with the student and the Office of Services for Students with Disabilities to determine the needed accommodations.
Course Outline

WEEK ONE (01/13/14 – 01/17/14)
Introduction and overview of syllabus
Assignment of Projects
Reading Assignment for next week:
• The Reel Deal
• Sample Resumes
• D. Elkins Resume

WEEK TWO (01/21/14 – 01/24/14)
Reels, Resumes, Business Cards & Web Sites
Discuss The Reel Deal handout
Marketing yourself – Personal web site, crew listing web site, blogs, etc.
Screening of Sample Reels
Reading assignment for next week:
• Brent's Rule
• Eight Hours for Hollywood

WEEK THREE (01/27/13 – 01/31/14)
Working Conditions
Screening of "Who Needs Sleep"
Reading assignment for next week:
• IATSE Timeline
• Local 52
• Local 80
• Local 728
• Local 478
• Local 491

WEEK FOUR (02/03/14 – 02/07/14)
Labor History
Union vs Non-union Work
Unions
Screening of "IATSE the First 100 Years"
Reading assignment for next week:
• Industry Experience Roster
• CSATF Safety Pass Program
• History of Local 600
• Local 600 membership booklet
• Local 600 roster placement

WEEK FIVE (02/10/14 – 02/14/14)
Continue discussion of Union vs Non-union Work
Reading assignment for next week:
• Area Standard Agreement
• CFVA Basic Guidelines
• California Motion Picture Guidelines

WEEK SIX (02/17/14 – 02/21/14)
Contracts and Basic Agreements - Local 600 Contract & Others
Reading Assignment for next week:
• The Camera Assistant's Manual 5th Edition – Chapter 7
WEEK SEVEN (02/24/14 – 02/28/14)
Before, During and After the Job
The Job Interview – Questions to ask, how to prepare.
Reading Assignment for next week:
- Local 600 Wage Rates

WEEK EIGHT (03/03/14 – 03/07/14)
Wages – Industry Labor Guide
Reading Assignment for next week:
- Look at following forms:
  - Income & Expense Worksheets
  - Form I-9
  - Schedule C
  - Form 1099
  - Form W-2
  - Deal Memo
  - Box Rental
  - Personal Time Sheet & Invoice
  - Crew Time Card
In Class Assignment: Filling out time cards
Take Home Assignment: Filling out time cards

SPRING BREAK (03/10/14 – 03/14/14)

WEEK NINE (03/17/14 – 03/21/14)
Freelance work and taxes

WEEK TEN (03/24/14 – 03/28/14)
Continue discussion of freelance work and taxes
Tools for the cinematographer
Using technology in the camera department – Computers, iPhone, iPod, iPad, etc.

WEEK ELEVEN (03/31/14 – 04/04/14)
Continue discussion of freelance work and taxes

WEEK TWELVE (04/07/14 – 04/11/14)
Resume, Business Card and Research Project Due
Wrap up and review for final exam

WEEK THIRTEEN (04/14/14 – 04/18/14)
Reel Due
Final Exam – Multiple choice, short answer, fill in and matching.

WEEK FOURTEEN (04/21/14 – 04/25/14)
NO CLASS - Year One Portfolio Reviews

WEEK FIFTEEN (04/28/14 – 05/02/14)
NO CLASS - Year Two Portfolio Reviews