**INTRODUCTION TO**

**DIGITAL STORYTELLING**

UNC-Chapel Hill | School of Media and Journalism | MEJO 121 | Section 11

Welcome to this introductory media technology skills class at the UNC School of Media and Journalism. Our simple goals are to introduce you to some of the tools and skills needed to engage in multimedia storytelling in online environments. We aim to demystify the technical aspects of audiovisual information packaging by engaging in basic hands-on video and web exercises.

However, what distinguishes this class from a skills-only course is its focus on ***storytelling***. We ultimately intend to provide familiarity with the tools and an understanding of how to develop a narrative story with all these tools. These are the skill sets needed for various professions in media and journalism.

# **Classroom and meeting time**

Tuesday - Thursday 2:00 -3:15 pm | Carroll Hall, Room 268

**Instructor**

**Naz** **Knudsen**

email: nknudsen@email.unc.edu

Office Hours: Tuesday & Thursday 11:30 -12:30 pm.

**Required Supplies**

There are no textbooks for this course. However, video recording software, a domain name and server space are among the required purchases. These supplies include:

**FiLMiCPro app:**  We require the purchase of the FiLMic the app. FiLMiC Pro that provides the features of professional video cameras for iPhone and Android. The cost of this app is $14.99.
More information here: <https://www.filmicpro.com/>

**Domain name & hosting space.**You will need to purchase these products for the Web portion of this class for approximately $20-$30 for your first year. More details will be provided in class. *If you already have these products, you may reuse them for this class. Please inform instructor if this is the case.*

**Headphones**
Must have a standard mini jack (⅛’’). Any **wired** (non-Bluetooth / not wireless) headphones you might use with your phone will work.

**Smartphone**For your video assignments, you will record with your smartphone. Students who do not own a smartphone will be able to check out an iPod from the [MJ equipment room](https://equipmentroom.mj.unc.edu/) to record.

**Recommended Supplies**

**USB external hard drive** / **flash drive**
**Specs:** Minimum 64GB flash drive, must be USB 3.0 for fastest file transfer speeds. *Recommended* to invest in a larger external hard drive to backup all files for this course and others.
[Click here for a link to a recommended flash drive (64GB).](https://www.amazon.com/SanDisk-Ultra-Flair-Flash-Drive/dp/B015CH1NAQ/ref%3Dsr_1_6?s=pc&ie=UTF8&qid=1528991991&sr=1-6&keywords=usb+3.0+flash+drive&refinements=p_n_size_browse-bin%3A10285016011%7C10285018011)
[Click here for a link to a recommended **flash drive (128GB)**.](https://www.amazon.com/Sandisk-128GB-Flash-memory-Drive/dp/B00P8XQPY4/ref%3Dsr_1_4?s=electronics&ie=UTF8&qid=1528991953&sr=1-4&keywords=usb+3.0+flash+drive&dpID=31GBw%252BkOSiL&preST=_SX300_QL70_&dpSrc=srch)
[Click here for a link to a recommended **external hard drive (2TB)**.](https://www.amazon.com/Elements-Portable-External-Drive-WDBU6Y0020BBK-WESN/dp/B06W55K9N6/ref%3Dsr_1_4?s=pc&ie=UTF8&qid=1528991649&sr=1-4&keywords=external+hard+drive)



**Small tripod with smartphone mount**Larger tripods and phone mounts can be checked out of the [MJ equipment room](https://equipmentroom.mj.unc.edu/) if you desire. A smartphone mount and tripod is a recommended purchase to allow for time and flexibility. [Link to tripod AND smartphone mount](https://www.amazon.com/dp/B00SHJPMEU?tag=amz-mkt-chr-us-20&ascsubtag=1ba00-01000-org00-mac00-other-nomod-us000-pcomp-feature-pcomp-wm-8-wm-3-wm-1-wm-4&ref=aa_pcomp_prc1)(pictured)
*More information will be provided in class.*

**Wired lavalier microphone with headphone monitoring**The on camera microphones may be used for recording interviews. However, lavalier or stick microphones will result in the best audio quality. Lavalier and stick mics are are available for checkout from the [MJ equipment room](https://equipmentroom.mj.unc.edu/) However, to use these with your phone an adapter is required. You may purchase the adapter or our own lav mic with headphone monitoring. [Link to lavalier microphone](https://www.amazon.com/Movo-Executive-Microphone-Monitoring-Smartphones/dp/B019HQHXN4/ref%3Dsr_1_3?keywords=lavalier+microphone+with+headphone+monitoring&qid=1560113880&s=electronics&sr=1-3) (pictured). Cost $29.95
*More information will be provided in class.*

**Required Digital Access**

**Lynda.com**Follow the instructions here to access Lynda.com with your onyen. <http://software.sites.unc.edu/lynda/>

**Adobe Premiere**
Follow the instructions here to create an Adobe ID and install the required software for free: <http://software.sites.unc.edu/software/adobe-creative-cloud/>

**YouTube or Vimeo account**
You must use or create an account to publish your videos for this course. A YouTube account is included with any Gmail account, and there is no storage limit on YouTube accounts. A Vimeo account is free to create, but free accounts have restrictions on the total GB you can upload each week. Publishing your work on YouTube is easy and free, but Vimeo can have a more professional reputation.

**Computer Labs**

You can download some of the required software to your own laptops for the projects required in this course. You may find that Adobe Premiere runs slowly on your laptop, depending on its hardware. As a student in this course, you have access to the MJ-School’s computer labs, which have all necessary required software tools installed. Find details about accessing those computer labs here: <http://jomclabaccess.web.unc.edu/>

# **Equipment Room**

# As a student in this course, you can check out equipment related to this course from the [MEJO equipment room](https://equipmentroom.mj.unc.edu/), located in the Park Library. It is your responsibility to keep track of all appointments and equipment room rules, and to treat your borrowed equipment professionally and respectfully. Failure to do so may result in revoked equipment room privileges.

# **Course Goals**

The School of Media and Journalism accrediting body outlines a number of values you should be aware of and competencies you should be able to demonstrate by the time you graduate from our program. Learn more about them here: [http://www2.ku.edu/~acejmc/PROGRAM/PRINCIPLES.SHTML - vals&comps](http://www2.ku.edu/~acejmc/PROGRAM/PRINCIPLES.SHTML#vals&comps)

No single course could possibly give you all of these values and competencies, but collectively, our classes are designed to build your abilities in each of these areas. In this class, we place our emphasis on the last six bullet dots under "Professional values and competencies" in the link above.

In particular, we focus on the last competency listed, regarding the application of tools and technologies.

* You will become familiar with the functions and limits of the equipment and software introduced in class.
* You will develop an understanding of how to evaluate technical quality and story flow.
* You will be able to plan and execute a short, clean, logically-flowing video product.
* You will be able to understand the tools needed to create a graphic story
* You will be able to use a variety of strategies and tools to create a standards-based website .

**Attendance Policy**

Similar to having personal time off (PTO) at work, you are allotted TWO absence without need to justify or explain your reasons for the missed class. Similar to extending beyond one's allotted PTO, any additional absence past the two allotted days will result in a half-grade deduction (e.g., a B becomes a B- after two absences) for each additional day of absence. As this course is project-based and cumulative in its delivery of technical information, it is important to attend each scheduled course day to receive new information and to practice new skills. Students who choose to miss class are responsible for understanding the topics taught that day.

**Late Assignments**

Accepting late assignments is unfair to the students who have sacrificed to turn their work in on time. An automatic 10 percent deduction will be applied to each assignment turned in after the time it is due, provided the assignment is turned in on the same day it is due. An additional 10% deduction will be applied for each subsequent 24 hours that pass after the due date/time (i.e., 10 percent is taken off for each day).

**Independent Online Research**

To teach you the necessary software tools to create your stories, this course will combine in-class demonstrations with online tutorials and videos. As beginners, it is inevitable that questions and technical problems will arise as you work with these tools. It is also not possible to cover every detail of a tool through in-class demos or assigned videos. The assignments will require you to learn how to learn new things independently, outside of direct instruction. While your instructor is always available to answer your questions and clarify any topic, this course will challenge you to troubleshoot your technical problems and figure out answers to your questions through independent online research. Before asking your question a technical or software-related question like “how do I…” or “ … isn’t working”, it is expected that you will research your question online. Invest some time looking at manuals, forums and documentation sites to see if someone else has addressed your question or problem before. If you have conducted independent research online and still can’t find your answer, reach out to your instructor through email, in class, or during office hours. In addition to asking your question, share what you learned during your research, a description of your problem, and any relevant screenshots.

**Grading**

Work is graded according to the highest professional standards. Grades in percentages are:

* **A** = 93-100%,
* **A-** = 90-92%,
* **B+** = 87-89%,
* **B** = 83-86%,
* **B-** = 80-82%,
* **C+** = 77-79%,
* **C** = 73-76%,
* **C-** = 70-72%,
* **D+** = 67-69%,
* **D** =60-66%
* **F** = 59% or below

Below is a guideline for how grades are described within this course:

* **A**: nearly perfect in execution, quality of work is exceptional
* **A-**: work is impressive in quality, very few problems in any area
* **B+**: very good performance, did more than required, might struggle in one area only
* **B**: solid effort, met all requirements, solid application of skill
* **B-**: needs a bit more polish, pretty good handle on things overall
* **C+**: good in one area of work, but consistent problems with another area
* **C**: followed instructions, seems to understand basics but did the minimum to pass
* **C-:** has glimpses of potential in a limited range
* **D:** did not demonstrate an understanding of the basics but tried
* **F:** did not demonstrate effort or understanding of basics, incomplete

**Grading Criteria**

|  |  |
| --- | --- |
| **In-class participation (**see description below) | **5%** |
| **Video course work** (includes exercises, quizzes, and video project) | **60%** |
| **Web/Design course work** (includes exercises, quizzes and portfolio project) | **20%** |
| **Final project** (includes final web page design and story/package integration) | **15%** |

**In-class participation** is your contribution within the scope of each class period, including arriving to class on time, asking questions, offering insights during class discussions, sharing feedback with peers, and general engagement with the daily material. The quality of your participation will be assigned a letter grade based on the guidelines above at the end of the course. You may check in with your instructor at any time during the course for individual feedback about the quality of your participation.

**Exercises and quizzes** are assigned to familiarize you with skills needed to complete the projects and are graded on completion and execution quality. Engagement with the exercises and quizzes will prepare you to achieve better work on your projects.

**The video & web projects** are assigned for you to demonstrate a mastery of the skills and storytelling techniques learned in class and with the exercises.

The **final project** is an integrated package delivered via text, design and video and housed on your portfolio website. The package must contain integrated elements (story text, video and any additional elements you may choose).

# **Honor Code**

It is expected that each student in this class will conduct him/herself within the guidelines of the Honor System (<http://honor.unc.edu>). All academic work should be done with the high level of honesty and integrity that this University demands. If you have any questions about your responsibility or your instructor’s responsibility as a faculty member under the Honor Code, please feel able to see the course instructor, speak with the senior associate dean of undergraduate studies in this school, and/or speak with a representative of the Student Attorney Office or the Office of the Dean of Students.

# **Seeking Help**

If you need individual assistance, it is your responsibility to meet with the instructor. If you are serious about wanting to improve your performance in the course, the time to seek help is as soon as you are aware of the problem, whether the problem is difficulty with course material, a disability, or an illness. Please feel able to contact the course instructor as soon as you perceive any warning signs of things that might adversely affect your class performance or final grade.

**Diversity**

The University’s policy on Prohibiting Harassment and Discrimination is outlined in the 2011-2012 Undergraduate Bulletin at<http://www.unc.edu/ugradbulletin/>. UNC is committed to providing an inclusive and welcoming environment for all members of our community and does not discriminate in offering access to its educational programs and activities on the basis of age, gender, race, color, national origin, religion, creed, disability, veteran’s status, sexual orientation, gender identity, or gender expression.

 In this course, you are encouraged to represent diverse populations, diverse viewpoints, and diversity of perspective in your own work. You are also asked to be sensitive to the various backgrounds, perspectives, origins, and situations represented by the students in the course, the students, faculty, and staff at this university, and the residents of this state.

**Special Needs**

The University of North Carolina – Chapel Hill facilitates the implementation of reasonable accommodations, including resources and services, for students with disabilities, chronic medical conditions, a temporary disability or pregnancy complications resulting in difficulties with accessing learning opportunities.

All accommodations are coordinated through the Accessibility Resources and Service (ARS) Office. In the first instance please visit their website at<http://accessibility.unc.edu>, call the office at 919-962-8300, or email accessibility@unc.edu. A student is welcome to initiate the registration process at any time. However, the process can take time. ARS is particularly busy in the run-up to Finals and during Finals. Students submitting Self-ID forms at that time are unlikely to have accommodations set until the following semester.

Please contact ARS as early in the semester as possible.

Class Topics & Assignments

\*Links to the course material will be added here.

**Tuesday August 20**

**Week One**

**Introduction**

Syllabus review: Overview of the course

Introduce Final Project

Present & Discuss: Storytelling in Media and Journalism

**Homework**

Create your Adobe ID and download Adobe Premiere Pro CC 2019.

(Links: [Getting an Adobe ID](https://web.microsoftstream.com/video/d3fa8ebd-c239-4358-9237-2fac8c9c5640) , [Logging in to Adobe](https://web.microsoftstream.com/video/aed5aa63-b750-4bc0-89b9-8d6741c69d7d), Additional Help: [jhelp.web.unc.edu](http://jhelp.web.unc.edu/))

Create a free account on Vimeo.com and/or YouTube.com

Log in to Lynda.com and make sure you can access the tutorials

Purchase & download FilMiCPro on your phone

Read: [Filmmaking 101: Camera Shot Types](https://www.bhphotovideo.com/explora/video/tips-and-solutions/filmmaking-101-camera-shot-types)

**Thursday August 22**

**Visual Composition & Language of Film**

Present & Discuss:Composition guidelines, shot sizes, and angles

Introduce Photo Story Exercise

Use your camera phone to take still images. The focus of this assignment is visual storytelling

and following composition guidelines.

Look at Examples Photo Essays, Photo Stories

**Homework**

Read: Composition <http://www.cybercollege.com/tvp022.htm>

Work on: Photo Story Exercise

**Tuesday August 27**

**Camera Mechanism & FilMiCPro**

**Deadline: Photo Story Exercise**

\*\*Bring tripod, headphones and Lav mic to class\*\*

Workshop: Intro to Phone filmmaking & FilMiCPro

Setup, tripod, zoom, focus, exposure, white balance

**Homework**

Read: [FiLMiCPro v6 Quick Start Guide](http://www.filmicpro.com/FilmicProQSGv6.pdf)

Watch: [FiLMiC Pro Jumpstart Guide](https://www.youtube.com/watch?v=GRF42WGwrr8) (iOS) or [FiLMiC Pro Jumpstart Guide](https://www.youtube.com/watch?v=mtBcmLV24KI) (Android)

**Thursday August 29**

**Camera Mechanism & FilMiCPro**

Present & Discuss: Aperture, Shutter, ISO, & Lens Talk

Workshop: Practice shooting with FilMiCPro

Introduce Truth, Lie, Haiku Exercise

**Homework**

Watch: Premiere Basic Tutorials

Work on: Truth, Lie, Haiku Exercise

**Tuesday September 3**

**Interview Techniques: A-roll & B-roll**

Discuss: Use of b-roll & engaging the viewer

Screen: Documentary Trailers and scenes

Workshop: Basics of editing in Premiere

**Homework**

Watch: [How to Shoot with Interior Natural Light - Filmmaking Tutorial](https://www.youtube.com/watch?v=RzItMLKywV4), [Finding the Light](https://drive.google.com/file/d/0B5iaxjYVs25FY2lBZ3d2V2l5Mmc/view?usp=sharing)

Work on: Truth, Lie, Haiku Exercise

**Thursday September 5**

**Interview Techniques: Lighting & Audio**

Present & Discuss: Learn about using light and recording clear audio

Workshop: 3-point Lighting Set up

**Homework**

Work on Truth, Lie, Haiku Exercise

**Tuesday September 10**

**Editing Interviews**

Deadline: Truth, Lie, Haiku Exercise

Screen projects & and offer feedback

Discuss: Tips for editing A-roll & audio editing

Introduce Radio Cut Exercise

**Homework**

Work on: Radio Cut Exercise

**Thursday September 12**

**Shooting for Editing 1**

Present & Discuss: Continuity Editing

Maintaining Continuity of Time and Space

Avoiding jump cuts, 180-degree rule, Screen Direction, etc.

**Homework**

Search & present: Find two 2-minute scenes for each editing type:

Continuity (Invisible) Editing & Discontinuity (Visible) Editing

Work on: Radio Cut Exercise

**Tuesday September 17**

**Shooting for Editing 2**

Present & Discuss: Sequences & Coverage

Watch clips from homework

Workshop: Shooting for Editing class team exercise

H**omework**

Read: 3-Act Structure (link or handout)

Work on: Radio Cut Exercise

**Thursday September 19**

**Narrative Structure**

Present & Discuss: 3-Act and Documentaries

Finding & Developing your Story

Workshop: Edit & work on transcripts

**Homework**

Read: TBD

Work on: Radio Cut Exercise

**Tuesday September 24**

**Storytelling with B-roll**

**Deadline: Radio Cut Exercise**

Screen projects & and offer feedback

Discuss: There is more to B-roll.

Screen: Examples of creative B-roll

**Homework**

Work on: Final Project Proposal

**Thursday September 26**

**Post-production**

Present & Discuss: Rough Cut, Final Cut, Fine Cut

**Homework**

Read: Walter Murch Rule of 6 (link)

Work on: Final Project Proposal

**Tuesday October 1**

**Pace & Rhythm**

**Deadline: Final Project Proposal**

Present & Discuss: Cutting for Emotion, Cutting for Story

**Homework**

Read: TBD

Work on: Rough Cut of your Final Project

**Thursday October 3**

**Music**

Discuss: Choosing the right music & Music resources

Workshop: Non-linear Editing Helpful Tips

**Homework**

Work on: Rough Cut of your Final Project

**Tuesday October 8**

**Editing is Re-editing**

**Deadline: Final Project Rough Cut**

Screen rough cuts and offer feedback

Workshop: Final video project

**Homework**

Work on: your Final Project

**Thursday October 10**

**Color Correction & Color Grading**

Present & Discuss: Basics of color correction

Workshop: Color Correction in Premiere Pro

**Homework**

Work on: Final Project, First Draft

**Tuesday October 15**

**Editing Techniques**

Workshop: Editing Techniques

**Homework**

Work on: Final Project First Draft

**Thursday October 17 – Fall Break**

**Tuesday October 22**

**From Rough Cut to Final Cut**

**Deadline: Final Project First Draft**

Watch Projects and offer feedback individually

(There should be a significant progress from the Rough Cut)

Workshop: Final Video

**Homework**

Work on: Final Project

**Thursday October 24**

Workshop: Final Video

**Homework**

Work on: Final Project

**Tuesday October 29**

Deadline: Final Video Project

Screen Final Video projects

### **Thursday October 31**

**Basics of Good Design**

Design for online presentations

Learn DIY design programs to enhance your site and final presentation Parts of an online package

### **Tuesday November 5**

**Introduction to HTML**

Present & Discuss: How the web works

Download and install [Atom](http://atom.io)

HTML class exercise

Introduce HTML and CSS Exercise

**Homework**

Work on: HTML and CSS Exercise

### **Thursday November 7**

**Introduction to CSS**

Present & Discuss: More on HTML and CSS

CSS class exercise

**Homework**

Work on: HTML and CSS Exercise

**Tuesday November 12**

**Wordpress**

**Deadline HTML and CSS exercise**

Present & Discuss: Learning Wordpress 1

Purchasing a domain name and server space

Introduce Final Project & Portfolio

**Homework**

Purchase a domain name and server space from [GoDaddy.com](http://godaddy.com/)

**Thursday November 14**

**Wordpress**

Present & Discuss: Learning Wordpress 2

**Homework**

Work on: Final Project & Portfolio

**Tuesday November 19**

**Digital Portfolio**

Present & Discuss: Developing a portfolio, Developing a story page

Strategies for story presentation

**Homework**

Work on: Final Project & Portfolio

**Thursday November 21**

**Digital Portfolio**

Present & Discuss: Developing a portfolio, Developing a story page

Strategies for story presentation

Assign: Final Project Story Page

**Homework**

Work on: Final Project & Portfolio

**Tuesday November 26**

Lab Day: Final project

**Homework**

Work on: Final Project & Portfolio

**Thursday November 28- Thanksgiving Break**

### **Tuesday December 3- Last Day of Class**

**Deadline: Portfolio**

Work on Final Project Story Page

### **Final Exam Day – Saturday December 7**

**Deadline: Final Project Story Page**

**Final Project Presentations**

**Time 12-3:00 pm**