

Students will complete three 2–5-minute digital films with an emphasis on visual storytelling without dialog

! IMPORTANT

Films that do not adhere to these guidelines will carry consequences that may result in sanctions including, but not limited to, a grade reduction, failure of the course, loss of use of SFTV equipment and facilities, loss of screening privileges, and/or review by the LMU Academic Honesty Review Committee and/or Student Conduct.

COURSE REQUIREMENTS

- Direct three 2–5-minute short films categorized by avant-garde, nonfiction, and fiction conventions.
- Follow the guidelines of distributed film prompts.
- Obtain all necessary film permits, written permissions, and releases.
- Attend the **mandatory** set workshop at the Playa Vista Campus.
- Work as on-set crew for an intermediate/advanced production (undergrad or grad) for a full day and submit a written reflection.
- Attend the Prod 500 final screening during finals week.

FILMING REQUIREMENTS

- Adhere to current Production Administration Team (PAT) and LMU Risk Management safety guidelines, including releases and permits.
- Submit faculty-approved proposals and pre-pro to TAP for PAT review **before** entering hard prep.
- PAT approval may take 5 business days to 2 weeks — submit early.
- Review the SFTV Production Handbook for full safety and production requirements.
- On-campus locations are unavailable during campus blackout dates (SFTV stages excluded).
- No minors or animals; no weapons, stunts, or filming in moving cars. Drones are prohibited.
- No filming in open bodies of water (ocean, lake, pool). Bathtub/shower scenes reviewed case-by-case.
- Earn all required Safety Badges.
- Do not shoot scenes outside the faculty/PAT-approved script using class equipment or insurance — this is an academic honesty violation.

TECHNICAL SPECIFICATIONS

- Shoot on the designated SFTV Intro Sony camera, a personal cell phone, or a non-SFTV camera available to the student.
- Use any editing platform — SFTV officially supports Adobe Premiere and Media Composer.
- Favor stories that use available/practical light.
- Shoot at a resolution your editing system can handle (1080p or 2K recommended). UHD resolutions may add workflow issues, including increased transcode/render/export times. If shooting UHD, editing with proxy files is advised. SFTV does not support shooting at resolutions above 4K.
- Turn in each film on time, ready to screen in class.

BUDGET-IMPACT ELEMENTS

These require additional budgetary resources — plan early:

- Stunts
- Filming in cars / while driving
- Filming in water
- Filming intimacy
- Use of minors and animals
- Mechanical effects
- Various off-campus locations

Review the Production Handbook for all requirements.

DON'T FORGET

“The answers reflect the questions.”

— Albert Maysles