



MONASH University

FIT3008
Digital video post production

Unit guide

Semester 2, 2008

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FIT3008 Digital video post production - Semester 2 , 2008

Unit leader :

Mark Power

Lecturer(s) :

Berwick

- Mark Power

Tutors(s) :

Berwick

- Ruben Hopmans
- Mark Power

Introduction

This unit aims to enhance the student's understanding of the multimedia development process, to provide a 'hands-on' understanding of the techniques, tools and products used in multimedia systems, and to experience practical projects in the development of multimedia products, services and systems.

The unit builds on the knowledge of basic concepts from FIT2026 by developing further understanding of the multimedia development process and the tools and techniques used to manage and control rich media as it applies to current audio and video post-production technologies and the management and control of the multimedia development process. Students will undertake a mixture of formal lectures tutorials and studio work.

They will be required to undertake project and research development work, both by themselves and in groups. The projects will aim to provide practice in identifying multimedia opportunities and specifying product and system requirements, and in building multimedia products and system components. Project work will be carried out under the supervision of a member of the academic staff.

Unit synopsis

The unit builds on the knowledge of basic concepts from FIT2026 Sound and Video, by developing further an understanding of the multimedia development process and the tools and techniques used to manage and control it as they apply to advanced time based media manipulation in multimedia content production.

Learning outcomes

Knowledge and Understanding

At the completion of this unit students will have a theoretical and conceptual understanding of:

- the nature of the multimedia system development process, and the tasks and management processes associated with it;
- the characteristics of computer hardware and software which are used in the development of multimedia systems related to post production of audiovisual content;
- the working environment in which complex audiovisual content is developed and the tools and techniques which are used to manage the development process;
- the need for management and control of the development process and the contribution which management tools and techniques can make to this process.

Attitudes, Values and Beliefs

At the completion of this unit students will have developed attitudes that enable them to:

- Appreciate the aesthetic and technical requirements involved in creating complex digital content which should effectively and clearly communicate a message to the target audience.

Practical Skills

At the completion of this unit students will have the skills to:

- prepare a project plan for carrying out the development and implementation of an audiovisual presentation;
- manipulate and integrate elements of computer hardware and software to develop a multimedia system;
- creatively combine and apply the tools and techniques learnt in the core units in the development of multimedia products and systems components.

Relationships, Communication and TeamWork

At the completion of this unit students will have further developed the teamwork skills needed to:

- work as a member of a project team.

Workload

To be eligible to pass and maintain your enrolment in FIT3008 you must attend **80%** of your tutorial sessions. If you are absent for more than two tutorial sessions you must supply a medical certificate or other appropriate documentation otherwise you may be excluded from the unit.

If you are finding problems with this requirement please ensure you speak to your unit adviser as early as possible.

Due to the nature of group work in this subject, it is expected that all students will attend 100% of classes.

This unit, like all Monash units, is built on the assumption that you will spend twelve hours a week attending classes and working on your assignments.

Attendance at tutorials without any work outside of this allocated class time will not be sufficient.

You should ensure that you can make this commitment before you embark on this subject

There will be a one-hour lecture and a three-hour tutorial each week. To get the most out of this time you should make sure you have with you a copy of the project you are working on with you.

Unit relationships

Prerequisites

Before attempting this unit you must have satisfactorily completed FIT2026, or equivalent.

Relationships

FIT3008 is a core unit in the Multimedia major of the Bachelor of Information Technology and Systems degree.

This unit extends the material presented in FIT2026 Sound and Video and FIT3001 Animation and FX and provides knowledge and skills which the student can apply within their third year studio project/s (FIT3039/3040).

Continuous improvement

Monash is committed to 'Excellence in education' and strives for the highest possible quality in teaching and learning. To monitor how successful we are in providing quality teaching and learning Monash regularly seeks feedback from students, employers and staff. Two of the formal ways that you are invited to provide feedback are through Unit Evaluations and through Monquest Teaching Evaluations.

One of the key formal ways students have to provide feedback is through Unit Evaluation Surveys. It is Monash policy for every unit offered to be evaluated each year. Students are strongly encouraged to complete the surveys as they are an important avenue for students to "have their say". The feedback is anonymous and provides the Faculty with evidence of aspects that students are satisfied and areas for improvement.

Student Evaluations

The Faculty of IT administers the Unit Evaluation surveys online through the my.monash portal, although for some smaller classes there may be alternative evaluations conducted in class.

If you wish to view how previous students rated this unit, please go to <http://www.monash.edu.au/unit-evaluation-reports/>

Over the past few years the Faculty of Information Technology has made a number of improvements to its courses as a result of unit evaluation feedback. Some of these include systematic analysis and planning of unit improvements, and consistent assignment return guidelines.

Monquest Teaching Evaluation surveys may be used by some of your academic staff this semester. They are administered by the Centre for Higher Education Quality (CHEQ) and may be completed in class with a facilitator or on-line through the my.monash portal. The data provided to lecturers is completely anonymous. Monquest surveys provide academic staff with evidence of the effectiveness of their teaching and identify areas for improvement. Individual Monquest reports are confidential, however, you can see the summary results of Monquest evaluations for 2006 at <http://www.adm.monash.edu.au/cheq/evaluations/monquest/profiles/index.html>

Unit staff - contact details

Unit leader

Mr Mark Power

Assistant Lecturer

Phone +61 3 990 47123

Lecturer(s) :

Mr Mark Power

Assistant Lecturer

Phone +61 3 990 47123

Contact hours : Thursdays; 10AM - 12 Noon

Tutor(s) :

Mr Mark Power

Assistant Lecturer

Phone +61 3 990 47123

Mr Ruben Hopmans

Postgraduate Student

Phone +61 3 990 47127

Teaching and learning method

Tutorial allocation

On-campus students should register for tutorials/labs using Allocate+.

Communication, participation and feedback

Monash aims to provide a learning environment in which students receive a range of ongoing feedback throughout their studies. You will receive feedback on your work and progress in this unit. This may take the form of group feedback, individual feedback, peer feedback, self-comparison, verbal and written feedback, discussions (on line and in class) as well as more formal feedback related to assignment marks and grades. You are encouraged to draw on a variety of feedback to enhance your learning.

It is essential that you take action immediately if you realise that you have a problem that is affecting your study. Semesters are short, so we can help you best if you let us know as soon as problems arise. Regardless of whether the problem is related directly to your progress in the unit, if it is likely to interfere with your progress you should discuss it with your lecturer or a Community Service counsellor as soon as possible.

Unit Schedule

Week	Topic	Key dates
1	Introduction to subject Overview and presentation of previous work from the unit. Recap of cross platform issues	
2	Concepts in motion graphics production	
3	After Effects 3D	
4	Documentation for main project.	
5	Final cut suite revisited	Assignment 1 (individual) due
6	Green screen capture	
7	Chroma keying	Assignment 2 (group) due
8	masks and mattes	
9	Motion tracking	
10	Particle effects	
11	Expressions in After Effects	
Mid semester break		
12	Rendering and troubleshooting	
13	Review of topics	Assignment 3 (group) & Assignment 4 (individual) due

Unit Resources

Prescribed text(s) and readings

There are no required texts. Individuals may need to purchase texts relating to thier specific project

Recommended text(s) and readings

There is no required textbook for this subject but it is expected that you utilise the library resources such as books, video, CDs, DVDs and undertake your own research.

Required software and/or hardware

The computer labs are available from 8.00 a.m. to 6.00 p.m. each day.After hours access and Saturdays are available if you apply online at <http://www.infotech.monash.edu.au/itsupport/lab-info.html>

After hours access usually takes 48 hours to approve.

After hours access for the green screen room must be arranged Through Mark Szota,

Technical services

- Final Cut Studio 2, including
- DVD Studio Pro for Macintosh OSX
- Final Cut Pro HD for Macintosh OSX
- Soundtrack Pro 2 for Macintosh OSX
- Apple Live Type for Macintosh OSX
- Apple Motion for Macintosh OSX
- Apple Compressor for Macintosh OSX

- Adobe After Effects CS3 for Macintosh OSX
- Keylight plugin for after effects CS3
- Adobe Photoshop CS3
- Adobe Illustrator CS3
- Audacity 1.2.5 Free ware both PC and Mac
- download at
- <http://audacity.sourceforge.net/download/>

Study resources

Study resources we will provide for your study are:

- Weekly detailed lecture notes outlining the learning objectives, discussion of the content
- Laboratory tutorials
- Assignment specifications and sample solutions;
- This Unit Guide outlining the administrative information for the unit;
- The unit web site on MUSO, where resources outlined above will be made available.
- Video cameras, microphones, lights, mini disks and still cameras from Technical services

Study resources for FIT3008 are to be found on the FIT3008 web site on MUSO where slides, information and assignment specifications will be posted.

Library access

The Monash University Library site contains details about borrowing rights and catalogue searching. To learn more about the library and the various resources available, please go to <http://www.lib.monash.edu.au>. Be sure to obtain a copy of the Library Guide, and if necessary, the instructions for remote access from the library website.

Monash University Studies Online (MUSO)

All unit and lecture materials are available through MUSO (Monash University Studies Online). Blackboard is the primary application used to deliver your unit resources. Some units will be piloted in Moodle. If your unit is piloted in Moodle, you will see a link from your Blackboard unit to Moodle (<http://moodle.monash.edu.au>) and can bookmark this link to access directly. In Moodle, from the Faculty of Information Technology category, click on the link for your unit.

You can access MUSO and Blackboard via the portal: <http://my.monash.edu.au>

Click on the Study and enrolment tab, then Blackboard under the MUSO learning systems.

In order for your Blackboard unit(s) to function correctly, your computer needs to be correctly configured.

For example:

- Blackboard supported browser
- Supported Java runtime environment

For more information, please visit: <http://www.monash.edu.au/muso/support/students/downloadables-student.html>

You can contact the MUSO Support by: Phone: (+61 3) 9903 1268

For further contact information including operational hours, please visit:
<http://www.monash.edu.au/muso/support/students/contact.html>

Further information can be obtained from the MUSO support site:
<http://www.monash.edu.au/muso/support/index.html>

Assessment

Unit assessment policy

To pass this unit you must:

To be eligible to pass and maintain your enrolment in FIT3008 you must attend **80%** of your tutorial sessions. If you are absent for more than two tutorial sessions you must supply a medical certificate or other appropriate documentation otherwise you may be excluded from the unit.

If you are finding problems with this requirement please ensure you speak to your unit adviser as early as possible.

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Assignment tasks

• Assignment Task

Title : Individual assessment- Motion graphics

Description :

Create an animated motion graphic which demonstrates an understanding of composition, timing, graphic design and audio as it relates to contemporary motion graphics as used in broadcast production.

Weighting : 25%

Criteria for assessment :

Demonstrated understanding of composition, aesthetics and timing -10

Establishment of customer profile and relevant information- 5

Complexity of effects/screen elements-10

Due date : Week 5, 15 August

Remarks (optional - leave blank for none) :

Full assignment details will be posted on MUSO

• **Assignment Task**

Title : Group assessment- Major project documentation

Description :

The aim of this document is to present an accurate picture of the goals & objectives of a project which will be complete & ready to publish by week 13

Weighting : 20%

Criteria for assessment :

Attention to technical detail-5

Originality of concept-5

Layout & design-5

Scope of project-5

Due date : Week 7, 29 August

Remarks (optional - leave blank for none) :

Full assignment details will be posted on MUSO

• **Assignment Task**

Title : Group assessment-Major compositing project

Description :

Using 3D, compositing & video technologies, create an example which demonstrates your skill in compositing and post production.

Weighting : 40%

Criteria for assessment :

Quality of media elements 10

Complexity and appropriateness of effects 10

Originality of approach 10

Professionalism of finished product 10

Due date : week 13, 17 October

Remarks (optional - leave blank for none) :

Full assignment details will be posted on MUSO

• **Assignment Task**

Title : Individual assessment- Special effects how-to guide

Description :

Each individual should include a sequence showing the effect that they have created and breaking down the individual processes involved.

Weighting : 15%

Criteria for assessment :

Demonstrated understanding of compositing techniques-5

Complexity of effects/screen elements-6

Clarity of presentation-4

Due date : week 13, 17 October

Remarks (optional - leave blank for none) :

Full assignment details will be posted on MUSO

Assignment coversheets

Assignments must be submitted by the due date. Details of the assignments submission procedure will be supplied via the unit on-line pages. Where assignments are submitted in person (eg. hard copy or disk) an FIT 'Assignment Cover Sheet' (available on MUSO) with appropriate identification and signatures must be attached

University and Faculty policy on assessment

Due dates and extensions

The due dates for the submission of assignments are given in the previous section. Please make every effort to submit work by the due dates. It is your responsibility to structure your study program around assignment deadlines, family, work and other commitments. Factors such as normal work pressures, vacations, etc. are seldom regarded as appropriate reasons for granting extensions. Students are advised to NOT assume that granting of an extension is a matter of course.

It is your responsibility to structure your study program around assignment deadlines, family, work and other commitments. Factors such as normal work pressures, vacations, etc. are seldom regarded as appropriate reasons for granting extensions.

Requests for extensions must be made by using the standard Berwick FIT 'Extension Request', (available from student services) at least two days before the due date.

You will be asked to forward original medical certificates in cases of illness, and may be asked to provide other forms of documentation where necessary. A copy of the email or other written communication of an extension must be attached to the assignment submission. Students will be provided with a reply slip documenting the extension, a copy of which should be submitted with the assignment.

Responsibility for student work

Students should note that they are, at all times, responsible for their work. All relevant material should be backed up on a regular basis to CD, DVD or Flash disks. The university has CD & DVD burners in the computer labs and blank CDs/DVDs may be purchased through the on campus bookstore. Loss of assignment work due to hardware failure, virus or theft will not be accepted as reasons for late or non-submission of work. Students must hold an exact copy of all work which they submit for assessment, this copy should be held until your final result for the unit is released.

Assessment procedures for a non – performing team member

If the unit assessor, or one or more team members, becomes concerned regarding the contribution of one or more members of a group then the unit assessor will determine, using the project documentation, examination of Visual Process diaries and discussion with the students concerned whether the student or students are making an equitable contribution to the work of the group.

If it is determined that the student or students are not making an equitable Contribution to the work of the group they may be deemed to be a non-performing team member.

In the event of this determination being made the group component of their assessment will be multiplied by a factor of up to 0.5 to arrive at a raw score

Late assignment

Late submission of assignments

It is your responsibility to keep track of and manage your assignment due dates

Penalties are incurred from the due date at the rate of a 10 % reduction in grade for each day (including weekends) the assignment is late.

If you are having difficulty with assignment submission, please advise your Unit Adviser immediately so that any problems can be addressed.

If you are having problems It is essential that you take action immediately if you realise that you have a problem with your study. The semester is short, so we can help you best if you let us know as soon as problems arise. Regardless of whether the problem is related directly to your progress in the unit, if it is likely to interfere with your progress you should discuss it with your lecturer or a Community Service counsellor as soon as possible.

Return dates

Students can expect assignments to be returned within two weeks of the submission date or after receipt, whichever is later.

Assessment for the unit as a whole is in accordance with the provisions of the Monash University Education Policy at <http://www.policy.monash.edu/policy-bank/academic/education/assessment/>

Plagiarism, cheating and collusion

Plagiarism and cheating are regarded as very serious offences. In cases where cheating has been confirmed, students have been severely penalised, from losing all marks for an assignment, to facing disciplinary action at the Faculty level. While we would wish that all our students adhere to sound ethical conduct and honesty, I will ask you to acquaint yourself with Student Rights and Responsibilities (<http://www.infotech.monash.edu.au/about/committees-groups/facboard/policies/studrights.html>) and the Faculty regulations that apply to students detected cheating as these will be applied in all detected cases.

In this University, cheating means seeking to obtain an unfair advantage in any examination or any other written or practical work to be submitted or completed by a student for assessment. It includes the use, or attempted use, of any means to gain an unfair advantage for any assessable work in the unit, where the means is contrary to the instructions for such work.

When you submit an individual assessment item, such as a program, a report, an essay, assignment or other piece of work, under your name you are understood to be stating that this is your own work. If a submission is identical with, or similar to, someone else's work, an assumption of cheating may arise. If you are planning on working with another student, it is acceptable to undertake research together, and discuss problems, but it is not acceptable to jointly develop or share solutions unless this is specified by your lecturer.

Intentionally providing students with your solutions to assignments is classified as "assisting to cheat" and students who do this may be subject to disciplinary action. You should take reasonable care that your solution is not accidentally or deliberately obtained by other students. For example, do not leave copies of your work in progress on the hard drives of shared computers, and do not show your work to other students. If you believe this may have happened, please be sure to contact your lecturer as soon as possible.

Cheating also includes taking into an examination any material contrary to the regulations, including any bilingual dictionary, whether or not with the intention of using it to obtain an advantage.

Plagiarism involves the false representation of another person's ideas, or findings, as your own by either copying material or paraphrasing without citing sources. It is both professional and ethical to reference clearly the ideas and information that you have used from another writer. If the source is not identified, then you have plagiarised work of the other author. Plagiarism is a form of dishonesty that is insulting to the reader and grossly unfair to your student colleagues.

Register of counselling about plagiarism

The university requires faculties to keep a simple and confidential register to record counselling to students about plagiarism (e.g. warnings). The register is accessible to Associate Deans Teaching (or nominees) and, where requested, students concerned have access to their own details in the register. The register is to serve as a record of counselling about the nature of plagiarism, not as a record of allegations; and no provision of appeals in relation to the register is necessary or applicable.

Non-discriminatory language

The Faculty of Information Technology is committed to the use of non-discriminatory language in all forms of communication. Discriminatory language is that which refers in abusive terms to gender, race, age, sexual orientation, citizenship or nationality, ethnic or language background, physical or mental ability, or political or religious views, or which stereotypes groups in an adverse manner. This is not meant to preclude or inhibit legitimate academic debate on any issue; however, the language used in such debate should be non-discriminatory and sensitive to these matters. It is important to avoid the use of discriminatory language in your communications and written work. The most common form of discriminatory language in academic work tends to be in the area of gender inclusiveness. You are, therefore, requested to check for this and to ensure your work and communications are non-discriminatory in all respects.

Students with disabilities

Students with disabilities that may disadvantage them in assessment should seek advice from one of the following before completing assessment tasks and examinations:

- Faculty of Information Technology Student Service staff, and / or
- your Unit Coordinator, or
- [Disabilities Liaison Unit](#)

Deferred assessment and special consideration

Deferred assessment (not to be confused with an extension for submission of an assignment) may be granted in cases of extenuating personal circumstances such as serious personal illness or bereavement. Information and forms for Special Consideration and deferred assessment applications are available at <http://www.monash.edu.au/exams/special-consideration.html>. Contact the Faculty's Student Services staff at your campus for further information and advice.