

About the Course

Basic Course Information

Course Title	Four Week Filmmaking
Awarding Body	N/A
Award on Completion	N/A
Length of Course	4 weeks
Location	MetFilm School Campus in Ealing, London and/or other teaching and production spaces in West London.

Teaching and Learning

The delivery of MetFilm School programmes is tailored to the particular learning goals of the individual course. Many courses contain production periods when the demands on individual students vary according to their individual shoots. **Specific details vary from time to time in order to maximise student experience.** Indicative calendars are issued at the start of each course and students can access their individual timetables through the student portal.

Delivery of this course will be within these parameters:

Teaching

- Your course averages 25 hours of teaching time per week.
- Teaching on MetFilm School's full-time courses is usually scheduled between the hours of 9am and 7pm, Monday to Friday. Taught sessions will be timetabled within these windows.
- Students are expected to engage in independent learning, practical exercises, and tutorials outside these hours, and also have access to School wide activities including guest speakers and opportunities within the Virtual Grindhouse.
- Throughout this course students will be given formative feedback from their tutor and through peer review. However, this course is not formally assessed academically, and no grades are given at the end of the course.

Production

- Every student will be given an opportunity to pitch their ideas for the final filmed production but only one idea will be chosen for the final production.
- A trained graduate Director of Photography will be assigned by the School for the final production to operate camera, advise and support.
- The final production will be a 2 day shoot.

Mixed Teaching

MetFilm School's *Four Week Filmmaking* is a practical course which is taught largely in person. We have also found that we can enhance our in-person teaching using online tools, and the School has developed a *Mixed Teaching* approach which allows us to do just that. For example, some 1:1 tutorials and large group experiences are better delivered digitally. All online sessions will be noted clearly in

student's timetables. In addition, where public health considerations or other matters outside our control limit access to the campus, *Mixed Teaching* ensures that students can continue their learning journey. The introduction of online tools will allow us to offer more opportunities, more content and an enhanced learning experience, at the same time delivering the in-person practical experience our students value.

The information included in this pack is provided to enhance your understanding of the course. Please note that some details may vary depending on the cohort.

Summary

Four Week Filmmaking is designed to improve your understanding of:

- Storytelling through film
- Interpreting a script and creating a storyboard
- Using the camera to tell a story
- Shooting for the edit and editing using Adobe Premiere Pro
- Managing a crew
- Directing using the professional on-set procedures
- Recording sound and using it to tell a story
- Working with actors

The course outline below describes the key craft areas and skills you will cover during your course.

Four Week Filmmaking is a fully immersive course. By the end of the course, you will have had the opportunity to work as part of a crew on a short film.

Applying for this Course

Application for this course can be made on the MetFilm School website [here](#).

In order to apply for this course, students must be 18 years old or over, and have sufficient spoken & written English. The course is suitable for beginners and those with basic skills. There are no specific academic entry requirements for the *Four Week Filmmaking* course.

Course Structure and Delivery

MetFilm School Mission

Our mission is to inspire a new generation of creative screen professionals, educating them in the new world of storytelling across all screen types. By putting industry at the heart of everything we do, MetFilm School best equips its graduates for successful careers.

Our goal is to nurture skill and talent, creating a great school which empowers students to pass seamlessly into work, using our experience to help businesses adapt and change in the ever-changing multichannel world.

Four Week Filmmaking

As an educational institution, MetFilm School's mission is to provide students with a practical, high-quality learning experience grounded in professional industry practice and preparation.

Through our course provision we equip students with the knowledge, skills and mindset to prepare them for successful careers within the screen industries.

We seek to foster an inclusive environment in which creative, mature, focused, and considerate individuals are valued as members of a dynamic community.

We believe collaboration is the bedrock of professional practice that is reflected across the creative screen industries, and students are required to treat each other with respect and to work together in a professional manner.

Met Film School's key policies and documents can be found here: [Key Policies](#)

Students explore the following key areas of study during the *Four Week Filmmaking Course*:

Filmmaking Overview

These sessions will equip you with a good understanding of filmmaking process, use of equipment and the fundamentals of covering a scene. You will learn how budget can impact the look and feel of a film and how to work within your budgetary constraints. You will study the function of individual crewmembers and the importance of good preparation for a shoot.

Visual Storytelling

These sessions will cover the practicalities of transferring your ideas onto screen and ensuring you are ready for your shoot. You will learn how a director can prepare for a shoot using storyboards, script mark-ups and technical floor plans. The lessons will cover how to denote shot sizes in a storyboard. In addition, you will understand the terms used to describe shots, such as close-up, midshot and POV.

Editing

During the editing sessions, you will learn how to use Adobe Premiere Pro and capture rushes using the right settings. You will gain skills to execute basic file management processes, including knowing where to save projects and rushes and how to perform simple edits in a variety of ways. The lessons will allow you to understand the difference between offline and online editing and learn how to perform simple audio edits.

Screenwriting

The screenwriting component of the programme is designed to give you an understanding of screenwriting conventions and the essential elements that make up a story. You will be able to define classical and nonclassical narrative genres, understand the notion of character discrepancy and learn the key steps for developing a story.

Directing Actors

Communicating with your cast is a key skill for a director. Subsequently, you will develop an understanding of the director-actor relationship and will be able to identify different performance styles.

Camera and Sound

Students will be provided with an overview of the contemporary screen industries from the perspective of the sound, camera and lighting departments. Students will explore the impact of creative decisions in image and sound on storytelling.

Working with industry standard equipment, provided through MetFilm School's partnership with Procam & Take 2, students will learn the basics of camera, lighting and sound.

Sample Indicative Timetable

details may vary from cohort to cohort

Week 1	<p>Foundations in Filmmaking – Filming and Edit</p> <p>During the first week you will be introduced to the basics of filmmaking. You will learn about:</p> <ul style="list-style-type: none">○ The key roles on a film set and the different stages of production○ Continuity filmmaking including eye line, the 180 degree rule, and screen direction○ How camera movement, composition, shot sizes, and editing can help you tell visual stories○ How to operate a camera, and set up and use a basic lighting package○ How to record good production audio using a mixer, a boompole, and a shotgun microphone○ Basic story structure and how to write a logline, treatment, and correctly format a screenplay.
Week 2	<p>Visual Storytelling and Working with Actors</p> <p>After the introductory sessions in your first week, you will look at the process of interpretation in filmmaking. This includes:</p> <ul style="list-style-type: none">○ Basic editing skills & workflow using Adobe Premiere – using the shoot exercise from the 1st day○ The key vocabulary and tools for directing actors including adjustments and action verbs○ The basic skills needed to work in the key roles on a film set including 1st AC, 1st AD, mixer, and boom. All students will rotate through these roles in the integrated exercise <p>You will also complete a directing exercise at the end of this week, putting into practice the skills you have acquired.</p>
Week 3	<p>Pre-production</p> <p>Your third week will focus on development and preparation for the group's final film shoot and will cover the following areas:</p> <ul style="list-style-type: none">○ Essential Adobe Premiere skills including key tools, short cuts, and how to maintain good file management○ Production seminar, including tutorials on how to create shooting schedules, calls sheets, and risk assessments <p>At the end of this week, you will begin to shoot your group's short film.</p>
Week 4	<p>Filming and Creative Edit</p> <p>The final part of the course concentrates on completing the short film shoot and editing the material with the aim of reviewing it at the end of the week. The final day of the programme will focus on your professional development and plans for your career progression.</p>

Please note that this is an indicative calendar. Specific details including the order of modules may vary from cohort to cohort. Students will be issued with a more detailed schedule at the start of the course, and your personalised calendar will be available via the student portal.

Being at MetFilm School

Teaching and Learning

The *Four Week Filmmaking* course forms part of the non-accredited course delivery run by MetFilm School. The course structure comprises of a range of teaching and delivery patterns: lectures, workshops, filming exercises, presentations and individual one-to-one career and development tutorials. Transferable skills are encouraged and most clearly demonstrated in the filmmaking and production elements of the course and students are given the opportunity to learn and participate through practice. The aim of the varied course delivery is to equip students with an introduction to the filmmaking in the fast evolving media industry.

Curriculum delivery is enhanced by access to the Virtual Grindhouse, Met Film School's virtual community where students can access competitions and guest speaker masterclasses.

Course details are contained within the Student Guide which students will be given when they start the course. The Student Guide is the core course document containing specific learning outcomes for each weekly session in line with the overall objectives of the course.

MetFilm School encourages independent learning and reflective learning. "Practice days" form part of the delivery and students may be given structured homework to complete, encouraged to practice their skills independently or challenged to network and consider key industry contacts.

Tutors

MetFilm School works with a large team of teaching staff across its full portfolio of courses, profiles of many of whom you can find on our website [here](#).

Student Support

MetFilm School is committed to providing and supporting a diverse and inclusive environment that promotes and develops equality of opportunity for all students and staff. We seek to continually improve our standards across the student lifecycle encompassing access and admission; support and progression; and graduate employability and entrepreneurship.

We seek to provide a caring, supportive environment that recognises each student as a unique individual and fosters their personal and professional development. We are committed to each student's wellbeing, and there are a range of support mechanisms in place to aid student progression through their course of study.

The Student Handbook, which can be found [here](#), gives guidance on the support structures open to students at the School.

Formative Feedback

Throughout this course students will be given formative feedback from their tutor and through peer review. However, this course is not formally assessed academically, and no grades are given at the end of the course.

In addition, MetFilm School provides regular opportunities for students to give each other feedback through the learning system, which encourages feedback within peer-to-peer sessions. Being able to critically reflect on your own work and the work of your fellow students in a constructive, meaningful way, both verbally and in written form, demonstrates good practice and enhances your learning experience.

Evaluative Feedback

MetFilm School is committed to continual improvement, and student feedback – both informal and formal – is an important part of the evaluative feedback we use. Students are therefore invited to complete feedback forms midway and at the end of their course.

Costs

Tuition Fees can be found on the course page on the MetFilm School website [here](#).

There are no additional production costs.