

## About the Course

### Basic Course Information

|                     |   |            |          |         |        |       |       |        |            |
|---------------------|---|------------|----------|---------|--------|-------|-------|--------|------------|
| Course Title        | Eight-Week Documentary Filmmaking   |            |          |         |        |       |       |        |            |
| Course Type         | Short Course  |            |          |         |        |       |       |        |            |
| Award on Completion | This course is not externally accredited. However, it can contribute to a MetFilm School or BIMM <b>Professional Certificate</b> when taken in conjunction with other short courses (see below) |            |          |         |        |       |       |        |            |
| Length of Course    | 8 weeks   |            |          |         |        |       |       |        |            |
| Location            | Berlin  | Birmingham | Brighton | Bristol | Dublin | Essex | Leeds | London | Manchester |
|                     | X   |            |          |         |        |       |       | X      |            |
|                     | For further information about our campuses click <a href="#">here</a> .   |            |          |         |        |       |       |        |            |

### 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.

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 *Eight-Week Documentary Filmmaking* course is usually scheduled between the hours of 10am and 5pm, Monday to Friday, excluding bank holidays.
- MetFilm School's *Eight-Week Documentary Filmmaking* is a practical course which is taught largely in person.
- We have also found that some experiences (such as tutorials) are better delivered digitally. Any online sessions will be noted clearly in students' timetables. In addition, where public health considerations or other matters outside our control limit access to the campus, this *mixed teaching* approach will ensure that students can continue their learning journey.
- 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

- During production periods, scheduled teaching sessions pause, and students prep, shoot and edit their films. Students should also expect to play multiple roles on other students filmed projects as well as their own.
- Students may be expected to work outside of usual teaching times, including during weekends – depending on the individual production schedules of the films they are working on.
- During production periods, students have access to school facilities, regular production meetings and tutorials with their tutor(s).
- Each student is allocated 2 days to shoot their final project film.

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

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*Eight-Week Documentary Filmmaking* is designed to improve your understanding of:

- an understanding of the current context of documentary filmmaking based on the history of the documentary genre and its different forms
- the ability to research effectively, and to develop, structure and pitch your ideas with the potential market and audience in mind
- knowledge and skills to operate a digital camera, sound recording, light a scene and using editing software
- an appreciation of the importance of narrative and storytelling in documentary filmmaking and developing a voice as a documentary storyteller

*Eight-Week Documentary Filmmaking* is a fully immersive course. Students can expect to explore the world of filmmaking and content creation through practical workshops, lectures and crew role exercises.

## Applying for this Course

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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 *Eight-Week Documentary Filmmaking* course.

## Course Structure and Delivery

### MetFilm School Mission

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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.

## **Eight-Week Documentary Filmmaking**

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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 *Eight-Week Documentary Filmmaking* Course:

### **The Factual landscape**

Students will examine what is meant by the term 'factual programming' and how to generate and develop factual content such as single documentary, constructed documentary, fixed rig and formats. The module will examine emerging online factual forms, including how social media is becoming the 'go to' format for telling stories in under a minute. Students will be analysing and interpreting factual stories to understand how these ideas resonate with an audience.

### **Camera, Lighting and Sound**

During these sessions, students will explore when and how to use elements of image and sound 'control' in a variety of factual circumstances including spoken scenarios such as interviews, voice-overs and vox pops.

Students will explore the impact of creative decisions in image and sound on factual storytelling. Working with industry standard equipment, students will learn the basics of camera, lighting and sound to enable the successful production of short factual film.

### **Visual Storytelling**

Students will learn how to tell stories through the use of visual mediums. Students will look at composition, framing, blocking and camera positions and how to engage an audience. Working with images, students will learn how to create a memorable and engaging story.

### **Production**

Health & Safety, budgeting and designing a shooting schedule, students will learn the importance of planning and preparation. Sessions will include copyright issues and ethics. By going through these processes both during exercises and for the final production students will develop and understand the importance of professional practice.

### **Post Production**

Through training in Adobe Premiere Pro, you will develop your technical and creative editing skills, which will give you the necessary understanding to take your own project through the editing process. You will understand the importance of shooting for the edit and the technical procedures to import your rushes and organise your workflow.

## Final Production

Students will collaborate across their cohort to prep, shoot and edit their final short factual films. Students are expected to support productions in a variety of crew roles to solidify their learning journey.

### Sample Indicative Timetable

*specific details may vary from cohort to cohort*

|        |   |
|--------|---|
| Week 1 | <b>Foundations in Documentary Filmmaking</b><br><br>The sessions this week will cover the following areas: <ul style="list-style-type: none"><li>○ Introduction to MetFilm School</li><li>○ Finding and researching ideas: evolution of the documentary genre</li><li>○ Introduction to the filmmaking process</li><li>○ Shooting exercise</li><li>○ Camera, Lights and sound training</li></ul>  |
| Week 2 | <b>Filming Exercises and Edit Introduction</b><br><br>The sessions this week will cover the following areas: <ul style="list-style-type: none"><li>○ Prepping and filming interviews</li><li>○ Filming Actuality</li><li>○ Introduction to Adobe Premiere Pro</li><li>○ Planning, research and pitching</li></ul>   |
| Week 3 | <b>Filming Exercises and Pre-production</b><br><br>The sessions this week will cover the following areas: <ul style="list-style-type: none"><li>○ Filming on location</li><li>○ Observation filming exercise</li><li>○ Writing the treatment</li><li>○ Working with character</li></ul><br>This week you will also be in pre-production working both individually and within your production group with the support of the lead tutor. You will do your risk assessments and get greenlit for your shoot. |
| Week 4 | <b>Filming</b><br><br>During these three weeks, you will be shooting your short factual film with your production group and supporting other students on their films.<br><br>Each student is allocated 2 days to shoot their final project film.  |
| Week 5 | <b>Filming</b><br><br>Short factual films shoots continue with your production group.   |

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|        |   |
| Week 6 | <b>Filming</b><br>Short factual films shoots continue with your production group.   |
| Week 7 | <b>Post Production</b><br>This week you will be in postproduction of your short factual film. You will edit your own short factual films, getting feedback from your tutor. The week will finish with a screening and review on the last day of the course. |
| Week 8 | <b>Post Production</b><br>This week you will be in postproduction of your short factual film. You will edit your own short factual films, getting feedback from your tutor. The week will finish with a screening and review on the last day of the course. |

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.

Weeks marked in yellow (1-3, 7-8) are teaching weeks in which there is an average of 25 hours of teaching time per week. Students are expected to engage in independent learning, practical exercises, and tutorials outside these hours.

Weeks marked in green (4-6) are production periods during which scheduled teaching stops and students' prep, shoot and edit their films and work on their fellow students' productions. During this period, students have access to school facilities, regular production meetings and tutorials with their tutor(s).

## Being at MetFilm School

### Teaching and Learning

The *Eight-Week Documentary 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, and filming exercises. 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 filmmaking in the fast-evolving media industry.

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, 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

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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

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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.

Our [Policies and Key Documents](#) section on the website gives guidance on the support structures open to students at the School.

## Formative Feedback

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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

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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 a feedback form at the end of their course.

## Professional Certificate (ProCert)

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At the end of this course, you will receive a Certificate of Completion for the course (subject to successful completion of the course).

Whilst courses are not formally assessed and are not credit bearing, part time and short courses of 2, 4 and 8 weeks taken independently over a period of 3 years across all subject matters amounting to 20 weeks full time can be taken together to achieve a MetFilm School / BIMM Professional Certificate or ProCert as follows, subject to successful completion of the courses:

| Course Type                          | Full Time Equivalent |
|--------------------------------------|----------------------|
| Foundation (12 weeks evening course) | 1 week               |
| Part Time (20 weeks of teaching)     | 8 weeks              |
| Two Week (full time)                 | 2 weeks              |
| Four Week (full time)                | 4 weeks              |

|                         |          |
|-------------------------|----------|
| Eight Week (full time)  | 8 weeks  |
| Three Month (full time) | 12 weeks |
| Certificate             | 20 weeks |

## Costs

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

### Final Project Production Costs

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As part of your course you will write, produce, direct and edit content that you have taken part in creating. The following guidance relates to your final projects.

You will receive free hire of our production kit, and production advice on finding locations and getting permits to shoot in public places. You will also receive advice on finding actors cost effectively. You will however need to budget some extra funds to cover various production costs such as the provision of transport for kit, paying actors the equity minimum wage if you choose to use them, expense money for travel costs and to ensure you have food and drinks on set for your cast and crew whilst shooting.

Please note that these extra costs do not need to be excessive and that students are encouraged to use their initiative and resourcefulness to keep these costs as low as possible. The amount you spend will depend entirely on the scale of production and how much you wish to spend.

Production expenses vary according to student's individual ambition and production choices and projects vary greatly in terms of their scale and scope. Some students choose to spend significant amounts on their final projects, involving multiple locations, actors and substantial production budgets. As a result, we are not able to provide a recommendation for what you should budget for this project, but we would recommend that you start thinking as soon as possible about what your final project may be, and what budget you may need to save or raise funds for to cover this.

### External Hard Drives

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We strongly suggest you obtain at least two external USB 3 (Superspeed USB) storage devices for making backups of footage and your final film project. One should serve as your master back up drive and the other can be used for backing up your film rushes and other work.