

CIRCULAR :-

The Head, University Department of Communication and Journalism, and the Principals of the affiliated Colleges in Arts are hereby informed that the recommendation made by the Ad-hoc Board of Studies in Master of Communication and Journalism at its meeting held on 16th January, 2009 has been accepted by the Academic Council at its meeting held 13th February, 2009 vide item No. 4.16 and subsequently approved Management Council at its meeting held on 22nd May, 2009 vide item No. 27 and that, in accordance therewith, the Certificate Course in Documentary Film Making has been introduced by the University with effect from the academic year 2009-2010 and that the same has been started in the University Department of Communication and Journalism from the academic year 2009-2010.

Further that in exercise of powers conferred upon the Management Council under Section 54 (1) and 55 (1) of the Maharashtra Universities Act, 1994, it has made **Ordinances 5822, 5823 and Regulations 6092, 6093, 6094, 6095, and 6096** including syllabus relating to the Certificate Course in Documentary Film Making is as per Appendix and that the same has been brought into force with effect from the academic year 2009-2010.

MUMBAI-400 032
14th September, 2009

PRIN.K.VENKATARAMANI
REGISTRAR

To,
The Head, University Department of Communication and Journalism,
the Principals of the affiliated colleges in Arts.

A.C./4.16/13.02.2009
M.C./27/22.05.2009

No.UG/356 -A of 2009,

MUMBAI-400 032

14th September, 2009

Copy forwarded with compliments for information to: -

- 1) The Dean, Faculty of Arts,
- 2) The Chairman Ad-hoc Board of Studies in Communication and Journalism,
- 3) The Controller of Examinations.
- 4) The Co-ordinator, University Computerization Centre.

(D. H. KATE)
DEPUTY REGISTRAR
(J.G./P.G. Section.)

UNIVERSITY OF MUMBAI



**ORDINANCES, REGULATIONS
AND
SYLLABUS FOR THE
CERTIFICATE COURSE
IN
DOCUMENTARY FILM MAKING**

(Introduced with effect from the academic year 2009-2010.)

Certificate in Documentary Film Making (CDFM)

The Department of Communication & Journalism, University of Mumbai proposes a short term course Certificate Documentary Film Making to train documentary film enthusiasts to enter the upcoming documentary film industry.

PREAMBLE:

Film Making can be an art as well as science. With the changing media scenario in India where hundreds of news media channels are now coming up, it has become the need of the hour to train persons who are interested in documentary and film-making. In addition, with the technology becoming cheaper and affordable, it is now possible for common people to express themselves through the medium of films. The documentary film movement has picked up in our country. However what is lacking is the basic knowledge of film and documentary making, both theoretical and technical. The media too requires people with multi-tasking abilities. They require well-trained professionals in the theory and practice of this profession. The student community can benefit from this course immensely as this will train them in film-making skills as per industry requirements. This course would cater to the need of media professionals, students and all those aspirants who have always nurtured the dream to make films. Moreover, this course will teach how to make films in almost zero budgets.

The Diploma in Documentary Film making will train candidates both, in the technique and the art of film making. The candidate would be taught the nuances of making non-fiction films. A major benefit for those joining the course is that they will be taught editing on both Windows and Apple platforms, using Adobe Premier and FCP. Minimum eligibility for this course is Higher Secondary (12th Standard) and the course will be a part-time for a duration of eight weeks for a total of 64 hours.

.....2/-

O. 5822 :- TITLE:

Certificate Course in Documentary Film Making

Objective:

1. To prepare media students and media professionals to enhance their skills.
2. To train documentary film enthusiasts to enter the upcoming documentary film industry.

O. 5823 :- ELIGIBILITY:

Minimum 12th pass. Students will be taken on first-come-first-served basis.

R. 6092 :- DURATION :

The course shall be part time for a duration of eight weeks for a total of 64 hours that will include teaching and training.

R. 6093 :- INTAKE CAPACITY:

20 candidates per batch

R. 6094 :- FEES:

Rs. 15000/- (Includes handling cameras and editing systems)

R. 6095 :- SCHEME OF EXAMINATION :

The examination shall be for 100 marks. (40 marks for theory & 60 marks for practical).

R. 6096 :- PASSING:

Candidates shall have to score 20 marks in the theory and 30 marks in the practical for award of the Certificate. Candidates from the Master of Communication and Journalism course who take this course will get an additional credit on completion of this course. This credit shall be mentioned separately in the final mark sheet as Certificate Course in Documentary Film Making.

VENUE:

The theory and the practical will be conducted in the University Department of Communication & Journalism.

CO-ORDINATION:

There shall be a course co-ordinator-cum-trainer on honorarium basis Rs. 25,000 per batch.

....3/-

COURSE CONTENT:

INTRODUCTION

- Film formats, types of films, genres,
- Introduction to documentary films
- About the Course design
-

PRE-PRODUCTION:

- Story, script and its importance, scripting
- Screenplay, shot break up
- Logistics, budgeting, finance, pitching for funds, format for fund raising
- Talent, techies, camera person, subjects - people who you document
- Location, travelling, permissions, props
- Cameras, lights
- Questionnaire, art of interviewing, how to be one of them
-

PRODUCTION

- Camera handling, importance of TCR, Assistant directors job
- Lighting techniques
- Angles, light, mikes and sound
- Crowds, controlling the onlookers, cables and batteries
- Shooting
-

POST-PRODUCTION

- System, software, Firewire, Connecting the cam, capturing, capturing formats
- Managing large files, Editing suites/software
- Principles / basics of editing software, Timelines and transitions
- Laying the sound tracks, Mixing sound, Sound editing, sound formats
- Special effects
- Output formats, Mpeg1 and Mpeg2
- DVDs and VCDs
- Flvs and wmv
- Frame rates, NTSC and PAL, Encoding and Decoding
- Making a VCD and DVD
