<u>Digital Storytelling</u> **General Course Guidelines and Procedures**

Office: Room 2100

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What you will learn in this course:

- How to tell stories about yourselves and others through the use of video and audio
- Basic rules of framing and composition
- Basic video and audio editing techniques using Adobe Premiere and WeVideo
- Interview question and audio capture techniques
- Writing for narrative and fiction media pieces
- Proper file organization and distribution

Content will be viewed in class and in some cases by the school community. This class prepares students for Broadcast Production and Motion Graphics & 3D.

Expectations for Digital Storytelling:

- Attendance: Be here every day and be on time. This class is unique in that the equipment we use is at school; we also watch and critique examples in class. You must be here to complete your assignments. If you do miss a class due to an excused absence, it is your responsibility to let your teacher know in advance if possible and make up all missing work before/after school or during a free period. Use Canvas for this as well. You may not make up work from unexcused absences.
- Assignments: All course assignments can be found on Canvas. It is your responsibility to keep track of which assignments you have completed and which you still need to complete. Make every effort to turn in your work on the due date. If for some reason you will not be able to turn in an assignment on time, please let me know before the due date, and we can talk about extensions.

Make-up Work:

- If you have received an extension for an assignment, there will be no late penalty applied to the assignment.
- If you submit an assignment after the due date without communicating with me first, your work will receive at least a 5% reduction for being late.
- Assignments may be submitted until their lock date. I will announce these dates throughout the semester.
- If you are not turning in work, and I have not heard from you, I will reach out to your counselor/parents/guardians so we can help you come up with a plan to make up your work.
- Equipment: We are fortunate in this class to have access to state of the art equipment for our projects. You are responsible for the upkeep of this equipment while you use it. Absolutely no food or drink near the computers. You are financially responsible if you damage class resources or materials. You are expected to have a working, charged phone for audio/video capture in class every day. If this is ever an issue, please let me know. Optional but recommended is a phone charger for file transfers.
- **Phone use:** Phone use is allowed during appropriate times for production. Otherwise, they should be in the classroom phone holder.
- Class critiques: A large part of storytelling is the response and reaction of the audience. We will regularly discuss and critique each other's work in the class. This must be done respectfully and with the creator's continued growth in mind. There is no tolerance for unkind or unprofessional remarks about others, even if it was meant as a joke. Comments like these will result in immediate guardian involvement and will impact your grade. Be kind.

- **Troubleshooting:** You will run into obstacles in this course, and part of your job as a creator is to try your best to figure out how to overcome them independently by using all available resources (your peers, Google, materials posted on Canvas, etc.). If all else fails, ask me!
- I encourage students to discuss any problems, concerns, or interests during my regular office hours or at a mutually convenient time. To ensure that I am available to assist you, please make an appointment with me before stopping by. My office is in Room 2100.

Grading scale: 90-100= A; 80-89= B; 70-79= C; 60-69= D; 0-59= F

In the classroom:

- 1. Use common courtesy to guide your actions in this classroom. We have every right to expect each other to be courteous and respectful at all times. That means being respectful to the speaker, fellow students, the teacher, visitors, and staff.
- 2. Students will need to leave the room to film occasionally. When leaving the room, you must let the teacher know where you are going and when you will return and must have a press pass with you at all times. Failure to do so will result in loss of privileges.

Academic Integrity/Fair Use:

- Each student is expected to complete his or her own work.
- Any student involved in plagiarism and/or academic dishonesty [see handbook for further information]
 will receive no credit for the assignment and an Academic Dishonesty referral will be issued.
- If you use the WORDS, IDEAS, or MEDIA (IMAGES, VIDEO FOOTAGE, AUDIO, ETC.) of anyone other than yourself, you must give him or her credit by citing your source.
- When in doubt, ASK!

A note about Gaggle:

- Per the district:
 - 1. Gaggle flags concerning content in students' Google accounts (chat, email, drive) for review and blocks potentially harmful content. Email accounts, attachments, images, website links, and shared items from Google products are scanned daily.
 - 2. Gaggle helps us see the early warning signs so we can take action to protect students from harming themselves or others.
 - 3. A team of adults are notified no matter what time of the day
- This course is meant to be a creative space. If you are unsure if the content you are creating is
 appropriate for school or if you are working on something that deals with difficult subject matter,
 please make sure to communicate this clearly to me. This is both for your own wellbeing and the
 mental and emotional safety of the other students in our classroom.

Modules:

MODULE 1: Telling Stories With Audio (Podcast)

What makes for a great story?

How can you tell a story effectively using only sounds?

What can you teach us about yourself through a podcast?

PRODUCT: Create a personal narrative podcast

MODULE 2: Telling Stories with Video (Broadcast)

What news is interesting, relevant, and/or timely to our school audience?
How does a news story differ from other types of storytelling?
How does audience determine how you tell your story?

PRODUCT: Create a media package to be shown on North Star News

MODULE 3: Telling Stories With Video (No-dialogue Short Films)

How can you tell a story effectively using only visuals? What is a storyboard and how does it help in planning a film? How does the sequence of shots affect a story?

PRODUCT: Create a short film without dialogue

MODULE 4 - Telling Stories Differently (Your Choice)

What other types of digital storytelling can you think of?
How can you go beyond film or audio to tell digital stories?
What makes one type of storytelling more or less effective than another?

PRODUCT: Create an experimental story using the storytelling style of your choice

FINAL EXAM: Telling Your DS Story (Portfolio Project)

What did you learn about yourself as a creator in this course?
What do your products tell the viewer about you?
What advice would you give to incoming Digital Storytelling students?

PRODUCT: A broadcast segment about your work in Digital Storytelling