



**ARTV 13 51.202C3**  
**Digital Video 1**  
**Fall 2025**  
**Tuesday and Thursday 6:00PM - 8:50PM**

**Instructor Information:** Sean Michael Johnston, email - [sjohnston6@com.edu](mailto:sjohnston6@com.edu)

**Student hours and location:** 6:00 - 8:50 PM, STEM Room 137

**Recommended Textbooks:**

Five C's of Cinematography: Motion Picture Filming Techniques

Author: Joseph V. Mascelli

ISBN-13, 978-1879505414

Adobe Premiere Pro Classroom in a Book (2024 Edition) By: Maxim Jago

ISBN-10: 0138318565

ISBN-13: 978-0138318567

**Required Materials:**

1TB SSD

example: SanDisk 1TB Extreme Portable SSD

May be available at COM Bookstore,

or from B&H photo, or Amazon

**Course Description:** Producing and editing video and sound for multimedia or web productions. Emphasizes capture, editing, and outputting of video using a digital video workstation.

**Course requirements:** An Advisory Committee of professionals that work within the Graphic Arts industry has determined goals for this course. This course is designed to introduce you to Video Production and Adobe Premiere Pro. Students will complete all lessons and projects assigned by the instructor and design quality, professional level productions.

**Determination of Course Grade/Detailed Grading Formula:**

Items	Points	% of Grade
1. Project 1	100	10
2. Project 2	100	10
3. Project 3	100	10
4. Project 4	100	10

5. Project 5 Final	300	30
6. Class Participation	200	20
7. Class Exercises	100	10
<b>Total</b>	<b>1000</b>	<b>100</b>

#### Grading Scale

90 - 100% = A

80 - 89% = B

70 - 79% = C

60 - 69% = D

Any grade below 60 is an F

**Late Work, Make-Up, and Extra-Credit Policy:** There are NO makeups for this class. However, if a student has a legitimate excuse (death in the family, medical emergency, etc.) some deadlines can be extended.

**Attendance Policy:** 100% attendance is expected. More than 5 missed classes may result in a student being dropped from the course. The only exception to this rule is death within the immediate family or a note from the Doctor. Students missing more than 3 class days will drop one letter grade at the end of the semester. For example, an A student will drop to a B, a B student will drop to a C, and a C student will drop to a D.

**Communicating with your instructor:** ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means.

<b>Student Learner Outcome</b>	<b>Maps to Core Objective</b>	<b>Assessed via this Assignment</b>
1. Digital video editing basics	Critical Thinking skills, Communication skills, Teamwork	Project 1
2. Digital camera basics	Critical Thinking skills, Communication skills, Teamwork	Project 2

3. Digital video production skills training	Critical Thinking skills, Communication skills, Teamwork	Project 3
4. Digital video post production skills training	Critical Thinking skills, Communication skills, Teamwork	Project 4
5. Apply principles of digital video production and post production	Critical Thinking skills, Communication skills, Teamwork	Project 5

**Academic Dishonesty:** Disciplinary actions will be taken for students who exhibit disorderly conduct, cheat on exams, submit plagiarized work (see below), or are involved in collusion (helping others cheat or plagiarize) as defined in the Student Handbook under the heading, “Discipline and Penalties.” The maximum penalty imposed for violations will be an F in the course. The student will also be referred to the Dean of Students for further disciplinary action. Please read through the “Standards of Student Conduct” in the Student Handbook for a more complete discussion of these issues and your rights and responsibilities.

**Student Concerns:** If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Dr. Kristina Jantz, Fine Arts Department Chair, at 409-933-8255 or [kjantz@com.edu](mailto:kjantz@com.edu).

**Course outline:**

Week 1	Aug 19 & 21	
Week 2	Aug 26 & 28	Project 1
Week 3	Sept 2 & 4	
Week 4	Sept 9 & 11	Project 2
Week 5	Sept 16 & 18	
Week 6	Sept 23 & 25	
Week 7	Sept 30 & Oct 2	Project 3

Week 8	Oct 7 & 9	
Week 9	Oct 14 & 16	Project 4
Week 10	Oct 21 & 23	
Week 11	Oct 28 & 30	
Week 12	Nov 4 & 6	
Week 13	Nov 11 & 13	Project 5
Week 14	Nov 18 & 20	
Week 15	Nov 25	
Week 16	Dec 2 & 4	

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### Institutional Policies and Guidelines

**Grade Appeal Process:** Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook <https://www.com.edu/student-services/student-handbook.html> *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.*

**Academic Success & Support Services:** College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

**ADA Statement:** Any student with a documented disability needing academic accommodation(s) is requested to contact:

Kimberly Lachney, Student Accessibility Services Coordinator

Phone: 409-933-8919

Email: [AccessibilityServices@com.edu](mailto:AccessibilityServices@com.edu)

Location: COM Doyle Family Administration Building, Student Success Center

**Textbook Purchasing Statement:** A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**Withdrawal Policy:** Students may withdraw from this course for any reason prior to the last eligible day for a “W” grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the 1<sup>st</sup> 8-week session is October 1. The last date to withdraw from the 16-week session is November 14. The last date to withdraw for the 2<sup>nd</sup> 8-week session is November 25.

**FN Grading:** The FN grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The FN grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the FN grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an FN grade.

**Early Alert Program:** The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

**Resources to Help with Stress:** If you are experiencing stress or anxiety about your daily living needs including food, housing or just feel you could benefit from free resources to help you through a difficult time, please click here <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork, by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at [deanofstudents@com.edu](mailto:deanofstudents@com.edu) or [communityresources@com.edu](mailto:communityresources@com.edu).

**Nondiscrimination Statement:** The College District prohibits discrimination, including harassment, against any individual on the basis of race, color, religion, national origin, age, veteran status, disability, sex, sexual orientation, gender (including gender identity and gender expression), or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.