**PUNJABI UNIVERSITY, PATIALA**

**ORDINACES FOR**

**CERTIFICATE, DIPLOMA & ADVANCED DIPLOMA COURSES IN**

**PHOTOGRAPHY & VIDEOGRAPHY**

**VIDEO EDITING & COMPOSITING**

**ACTING & DIRECTION**

**SESSION 2019-20 ONWARDS**

**CENTRE FOR ADVANCED MEDIA STUDIES (CAMS)**

**PUNJABI UNIVERSITY**

**PATIALA**

1. The courses will be run by Centre for Advanced Media Studies on regularbasis.

Each course is divided into three parts as given in table below:

|  |  |  |  |
| --- | --- | --- | --- |
| Course | CERTIFICATE | DIPLOMA | ADVANCED DIPLOMA |
| Photography & Videography | 3 Months | 6 Months | 12 Months |
| Video Editing & Compositing | 3 Months | 6 Months | 12 Months |
| Acting & Direction | 3 Months | 6 Months | 12 Months |

Three-month and six-month courses will have internal examination at the end of the course duration. Twelve-month course will have the examination conducted by the university at the end of the year.The annual examination shall be held in April and the supplementary examination in September or onsuch other dates as may be fixed by the academic council.

2. The medium of instruction shall be English, whereas the medium of examination shall be English/Punjabi/Hindi.

3. The last date by which the admission form and fees for examination should reach the Controller of Examinations shall be as follows: -

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Annual without with late feewith late fee with late fee with late fee

Examination late feeof Rs. 800/- of Rs. 1200 of Rs. 5000/- of Rs. 10,000/-

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Regular

Candidates Dec. 21 Jan. 12 Feb. 12 Feb. 28 March 15

Supplementary

Examinations July 15 July 31 Aug. 16 Aug. 31 Sep. 10

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4. The candidate will be required to pay examination fee as prescribed by the University from time to time.

5. The examination shall be open to a person who:

(a) has passed 10+2 examination or any other examination recognized as equivalent there to.

 (b) (i) Has been on the rolls of the Department trough out the year.

 (ii) Produced a certificate signed by the Head of the Department of having attended not less than 75% of the total lectures will be condoned as per University rules.

OR

 Has completed the prescribed courses or instructions for the examination but has not appeared or having appeared has failed or is placed under reappear and is recommended by the Head of the Department of admission to the examination without attending a fresh course of instruction within two subsequent consecutive chances from the date of completion of the course. A candidate, who fails to clear the examination in the given chances, shall be required to join the course *do-novo*.

6. The supplementary examination shall be open to any person who have been placed under re-appear in one paper which shall be held in the month of September or on such other date as may be fixed by the Academic Council.

7. The examination shall be held according to the syllabi and courses or reading prescribed by the University and willconsist of the main parts viz.:

 (a) Theory Papers

 (b) Practicals

 (c) Internal Assessment

8. The minimum number of marks required to pass the examination shall be 35% in each theory/practical and internal assessment paper separately.

 If a candidate fails to make up the aggregate, he may be allowed examination in such theory papers in which he has obtained at least 35% marks. All practical shall be internal

9. The grace marks shall be allowed according to the ordinances relating to 'Grace Marks'.

10. Successful candidates who obtain 60% or more marks in the aggregate shall be placed in the first division, those who obtain 50% or more marks but less than 60% shall be placed in the second division.

 A candidate who secures 75% marks in any paper(s) shall be declared to have passed 'With Distinction' in that paper(s) provided he has passed all papers of the examination in the first attempt.

11. Four weeks after the termination of the examination or as soon thereafter as possible, the Controller of Examination shall publish the result of the examination.

12. Each successful candidate shall be issued a Diploma showing the division in which he has passed, along with detailed statement of marks.

13. The Advanced Diploma will be a major Course.

14. In case the admitted student wishes to extend the duration from 3 to 6 months, 6 months to one year, he/she may be permitted to do so. The aditional fee may be charged according to university rules. The student must put forward his/her application before the completion of the course he/she has been admitted to

**SYLLABUS**

**Short Term Evening Courses**

**SESSION: 2018–2019, 2019-2020&**

**2020-2021**

**STILL PHOTOGRAPHY AND VIDEOGRAPHY**

**PAPER-Photography & Videography (3Months)**

**PAPER-Photography & Videography(6Months)**

**PAPER-Photography & Videography(one year)**

**PAPER-Photography & Videography (3Months)**

**Max. Marks: 100 Continuous Internal Evaluation 80 Marks
Pass Marks: 35 Internal Assessment 20 Marks**

INSTRUCTIONS FOR THE CANDIDATES

Candidates will be required to submit assignments from each section and perform the tasks given by the teacher(s) during the entire period of the three months. Evaluation will be done on the basis of quality of assignments and viva voce. Each section will carry 10 marks.

Course Content

**SECTION A**

**Amateur and professional photography:** Differences in approach, How photographs are read, Markets for professional photography, Roles within a photographic business, Turning professional; **Camera equipment:** Camera design, Image format, The digital revolution, Digital camera equipment, Image sensors; Choosing Lenses: Prime, Telephoto, Wide, Normal, Zoom, Lens Distortions; **Camera parameters:** Focal length, Aperture, Shutter speed, ISO, Depth of field; **Basics of composition:** Rule of thirds, Understanding lines: - Straight, horizontal, converging, diagonal and curved; Subjects: Sport and action, Photo-journalism/documentary, Portraiture, Weddings, Landscapes, Architecture, Built studio sets, Studio still-lifes, Natural history, Aerial subjects, Night skies.

**SECTION B**

**Video:** What is a video, Illusion of movement, persistence of vision; Structure of camera: CCD, CMOS, 3CCD structure, video data storage; Scanning: PAL, NTSC, Progressive and interlaced scanning; Aspect ratio: SD, HD, 2K, 4K; **Parameters of camera:** Focal length, Aperture, shutter speed, DOF, white balance, black balance, zebra; **Lenses:** Prime, zoom, telephoto, wide, normal; Types of shots: extreme long shot, long shot, medium shot, extreme close up, close up, over the shoulder shot, two shot, three shot, group shot; **Framing:** Safety margins, looking room, head room.

**Text and References**

* Langford's Basic Photography - The Guide for Serious Photographers 9th Ed - 2010
* Focal.Press.Langfords.Starting.Photography.5th.Edition.Feb.2007
* Fundamentals of Television Production: Donald, Ralph & Spann, T
* Editing Today: Smith, Ron F. & O'Connell, L.M, Blackwell Publishing
* Television Production Handbook: Zettl, Herbert Published 2005, Thomson Wadsworth

**PAPER-Photography & Videography(6Months)**

**Max. Marks: 100 Continuous Internal Evaluation 80 Marks
Pass Marks: 35 Internal Assessment 20 Marks**

INSTRUCTIONS FOR THE CANDIDATES

Candidates will be required to submit assignments from each section and perform the tasks given by the teacher(s) during the entire period of the three months. Evaluation will be done on the basis of quality of assignments and viva voce. Each section will carry 10 marks.

**Course Content**

**Section A**

**Define Photography:** Why photography? How photography works Picture structuring ,The roles photographs play ,Changing attitudes towards photography, Personal styles and approaches. Lighting: Light itself, Wavelengths and colors, Shadows, When light reaches a surface Light intensity and distance ,Making light form images. **Lenses:** Photographic lenses, Aperture and f-numbers, Depth of field , How depth of field works, Depth of focus, Image stabilization, Lenses for digital cameras. **Exposure measurement**: Aperture, Factors that determine what exposure to give. Using different focal length: Why change focal length? ,Lens kits, Close-up equipment, Essentials and extras ,Right for the job . **Digital cameras:** How are digital images captured? ,File formats Digital cameras. **Lighting:** principles and equipment: Basic characteristics of lighting, Lighting equipment , Practical lighting problems, Special subjects. **Organizing the picture:** Noticing subject features, Structuring pictures through the camera, Where photographs go.

**Section B**

**Guidelines for Composition:** Rule of thirds, 30-degree rule, line of imagination, inserts, cutaways; **Camera Placement:** Objective and subjective camera, POV shot, camera angles; Camera movement: Motivation for camera movement, the panning shot, the tilt shot the tracking shot, the circular move, the zoom in & out shot, the crane shot, the handheld shot, the steadicam shot, the ariel shot, static shot & moving the camera successfully i.e. Motion control; Types of cuts: content cut, action cut, POV cut, match cut, zero cut, concept cut; Shooting methods: Master shot method, building floor map, line script, shooting script; Mounting devices: Shoulder mount, monopod, tripod, steadicam, helicam, pedestals, jibs, ronins, bean bags, high hat etc. Text and References

* Langford's Basic Photography - The Guide for Serious Photographers 9th Ed - 2010
* Focal.Press.Langfords.Starting.Photography.5th.Edition.Feb.2007
* Fundamentals of Television Production: Donald, Ralph & Spann, T
* Television Production Handbook: Zettl, Herbert Published 2005, Thomson Wadsworth

**PAPER-Photography & Videography(one year)**

**Max. Marks: 100 Theory: 60 Marks
Pass Marks: 35 Practical: 20 Marks
Time Allowed: 3 Hours Internal Assessment: 20 Marks**

INSTRUCTIONS FOR THE PAPER-SETTER

The question paper will consist of three sections: A, B and C. Sections A and B will have four questions from the respective sections of the syllabus and will carry 10 marks each. Section C will consist of 10 short-answer type questions which will cover the entire syllabus uniformly and will carry 20 marks in all.

INSTRUCTIONS FOR THE CANDIDATES

Candidates are required to attempt two question each from the sections A and B of the question paper and the entire section C.

**Course Content**

Section A

**Picture Making :**Seeing and photographing ,Using the viewfinder – framing up ,Creating a point of emphasis ,Picking lighting conditions ,Pattern, texture and shape ,Using color. Camera, Sensors and Film: Camera, Sensors and Film, Camera principles, The camera, Sensors , Films , Scanners. Creative Use of Camera Controls: Creative Use of Camera Controls , Shutter speeds and movement, Focus and aperture, Choice of exposure, Changing focal length. **Photographic Subjects:** People , Places , Animal portraits, Landscapes ,Close-up subjects ,Action and sports photographs. **Controlling Light:** Lighting for people photographs, Lighting objects, Outside shooting Flash and its control ,Layout and lighting in the studio. **Experimental and Constructed Images:** Letting the image move, Exploring reflections Using lens attachments, Combining pictures, Creative digital.

Section B

**Introduction to Visual Storytelling:** Visual storytelling, Factors that make visuals powerful (Cultural relevancy, authenticity, archetypal characters, nostalgia etc.) **Images as communication:** Image analysis through different perspective (Personal, historical, technical, ethical, cultural and critical); **Composition:** stimulating the imaginative involvement, the arrangement of compositional elements (horizontally, vertically, s-shaped & diagonally), the frame and the three axis, closed and open frames, deep and shallow frames, balanced and unbalanced frames, sound as an element of composition; Fundamentals of lighting.

**Text and References**

* Langford's Basic Photography - The Guide for Serious Photographers 9th Ed - 2010
* Writing and Producing Television News: Gormly, Eric K, Ames, Iowa: Blackwell Publishing
* Fundamentals of Television Production: Donald, Ralph & Spann,
* Langford's Advanced Photography (The Langford Series) 8th Edition
* Langford's Basic Photography - The Guide for Serious Photographers 9th Ed - 2010
* Focal.Press.Langfords.Starting.Photography.5th.Edition.Feb.2007
* Television Production Handbook: Zettl, Herbert Published 2005, Thomson Wadsworth