



# New Jersey Film Academy

Where the best in the biz begin

## **Pre-Requisite all other courses:**

### **Script to Screen: Intro to the Entertainment Industry**

#### **Course Goal**

Upon completion of this course, students will have gained a comprehensive understanding of the entertainment industry, from script to screen, including its various stages of production, job opportunities, and professional expectations in film and television. Students will acquire the knowledge and skills necessary to pursue entry-level positions in the industry, including how to obtain employment and the training required to succeed. Through a blend of theoretical understanding and practical assignments, students will be prepared to navigate the realities of the job market and embark on their careers in the entertainment industry with confidence and professionalism.

#### **Course Description**

Introduction to the Entertainment Industry provides foundational knowledge about the different stages of production, job opportunities, and professional expectations in film and television. Students will learn industry-specific terminology and processes related to above- and below-the-line positions, how a creative project moves from script to screen, and how to start and build a film or television career. With an emphasis on industry standards, practices and procedures, on-set safety protocols, and the realities of the job market, students will be best prepared to advance to the next level of training and start their careers in the industry.

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### **Introduction to Production Office: Production Coordinating & Management**

#### **Course Goal**

Upon completion of this course, students will have a clear understanding of the team's roles and responsibilities inside the production office, and how each member plays a part in the studio filmmaking process. Students will be able to recognize and interpret various documents used throughout production, and confidently navigate the production office environment with a path toward pursuing employment.

#### **Course Description**

This course explores the essential functions of a production office and the responsibilities of the team members that compose it. Students will learn to view the production office as

the core hub for production management as it operates and serves alongside the many departments that play a crucial role in creating a motion picture. Students will gain exposure to those departments and begin to develop an understanding of industry-specific terminology while taking a closer look at the studio filmmaking process from prep to wrap. Production documents and case studies will provide valuable exposure to real-world industry insight. Through hands-on activities, students will also practice organizing and preparing documents that are published daily to all crew. While emphasis will be placed on creative problem-solving through the lens of a production coordinator, students will display competence in completing tasks expected of an office production assistant and be well-prepared to begin a career within the production department

### **Introduction to Production Accounting for Film and Television**

#### **Course Goal**

production accounting office. This course will prepare students for an internship or entry-level job in the production accounting or payroll office of a film or television production.

#### **Course Description**

This course provides an introduction to the skills, terminology and work flow used in production accounting offices in the entertainment industry, specifically to support film and television shows. It will cover relationships the accounting office may have with various entities, including the cast and crew, studios or other financiers, studio business affairs, labor unions, state and/or local film offices, vendors and banks, payroll processors, insurance and incentive personnel. The course includes demonstrations of budgeting, scheduling and record-keeping and reporting software as well as hands-on learning experiences.

### **Introduction to Location Management**

#### **Course Goal**

This course is designed to give students a comprehensive understanding of the skills needed to succeed in the entertainment industry as a member of the locations team. This course prepares them to enter the industry and advance in a career as a location manager.

#### **Course Description**

In this course, students will gain an in-depth understanding of the role of the locations department in the overall production for film and television, from script breakdown during pre-production to scouting, contracting, logistical planning and wrap out. Students will also learn about the various job opportunities within the locations department, as well as the role and importance of each. Students will be able to pursue entry-level positions with a top tier locations team. By integrating both theoretical knowledge and hands-on tasks, students will acquire the necessary skills to confidently navigate the intricacies of the job market and commence their careers in the entertainment industry with a strong sense of professionalism.

## **Costuming for Film and Television**

### **Course Goal**

This course provides students with a comprehensive understanding of the Costume Department's role in a film or television production by introducing students to the history of Hollywood costume design and costuming skills used in on-set film production.

### **Course Description**

This course takes a “bird’s eye” approach to introduce skills used in on-set film production. The course includes all forms of narrative media that use film industry pre- and post-production standard organizational structure, equipment, and on-set procedures with a focus on the Costume Department. Students will learn about Hollywood costume history and iconic industry designers; the costume office organizational structure; job roles and duties in various areas of the Costume Department; and the names, uses, and protocols related to various pieces of departmental equipment and tasks. Students will also learn how costumes and various film crafts relate to one another on a working production, as well as how and why they all must operate in sync. In addition, students will look at the importance of some non-traditional skills that benefit the department.

## **Introduction to Hair and Makeup for Film and Television**

### **Course Goal**

This course introduces students to the world of hair and makeup on film and television sets including working on a set, techniques for designing characters, hygiene and kit standards, and basic knowledge for hair and makeup application.

### **Course Description**

This course will provide students with an introduction to working on set for film or television productions as a hair or makeup artist. Through presentations, script breakdowns, and instructor-led demonstrations, students will learn: how to bring a story to life with the help of hair and makeup; the importance of continuity, hygiene, and sanitizing; practical hair and makeup skills to help bring characters to life; how to be an effective background artist; and what steps to take to help secure a position as a hair or makeup artist. Additionally, students will have the opportunity to practice and execute their own character-based hair and makeup designs during hands-on portions of the class.

## **Introduction to Set Construction, Scenic Painting, and Set Dressing**

### **Course Goal**

The goal of this course is to give students basic skills and knowledge that will prepare them to enter the set construction, scenic painting or set decoration department of a production in the film industry.

### **Course Description**

This course provides an introduction to the fundamental principles and techniques of set construction, scenic painting, and set dressing for film and television. Students will learn the skills necessary to bring a production's visual elements to life, including basic carpentry, standard and scenic painting techniques, and set dressing.

## **Set Lighting & the Electric Department**

### **Course Goal:**

Upon course completion, students will have gained a thorough understanding of the roles and duties of the electric department in today's evolving film and television landscape. They will learn theory and practical knowledge while emphasizing safety and efficiency, and finish with the ability to step into introductory roles within the department.

### **Course Description**

Set Lighting and the Electric Department provides in-depth knowledge about modern set lighting, including its history and theory, while hands-on exercises allow the information to come to life. Students will learn industry specific on-set standards and terminology and how to properly integrate into the electric department while working smoothly with other interconnected departments. They will learn the basics of the electrical systems required to power the lighting needs of the set, as well as a thorough understanding of the varied lighting units and equipment needed to succeed.

## **Grip & Rigging for Film and Television**

### **Course Goal**

This hands-on course will provide students with an understanding of the Grip department's function and responsibilities in the film and television industry. Students will practice fundamental rigging skills and learn the safe operation of Grip equipment and tools.

### **Course Description**

Grips are responsible for the camera support, rigging, and lighting on film sets. Grips work in conjunction with the Electric Department in building rigs that support all the lights on a set. This course provides an introduction to the Grip Department and the fundamental rigging skills needed to safely create small and large rigs. The course will discuss and teach the operation of the tools, gear, and equipment used by Grips. It will examine light/exposure and discuss how to light interior and exterior scenes, both in daylight and at night. It will also cover the different types of rigs involved in camera rigging and the types of dollies and tracks used. Following completion of the course, students will be prepared to start a career in the Grip Department of a film production