

**THE ART INSTITUTE OF TAMPA**  
**A BRANCH OF MIAMI INTERNATIONAL UNIVERSITY OF ART & DESIGN**

**MISSION STATEMENT**

Miami International University of Art & Design is a multi-campus, career-oriented institution that provides students with academic preparation and practical skills through programs in the applied arts and design industries. The institution prepares its undergraduate students for entry-level positions and its graduate students for advancement in their chosen fields. The University is dedicated to fostering a culture that encourages creativity, research, and learning-centered endeavors.

**COURSE SYLLABUS**

**Course Number:** MAAA222  
**Course Title:** STORYBOARDS & ANIMATICS  
**Class Meetings:** **Wednesday afternoons from 1 to 5PM**  
**Session / Year:** **Winter 2017**  
**Instructor Name:** **Sadasivam**  
**Email Address:** [krishna.at.ait@gmail.com](mailto:krishna.at.ait@gmail.com) (preferred)  
**Telephone:** n/a  
**Office Hours:** posted on [sivamstudios.com/ait](http://sivamstudios.com/ait) website

**Course Title:** **Storyboards and Animatics**

**Course Description:** This course focuses on applying industry-standard storyboarding techniques for animation. Topics to be covered include the various purposes, formats, terminology, and concepts used in the creation of storyboards and animatics with audio.

**Course Length:** 11 weeks

**Contact Hours:** 44 hours

**Credit Values:** 3 credits

**Estimated Homework:** 6 hours per week

**Quarter Credit Hour**

**Definition:** A quarter hour of work is the equivalent of fifty (50) minutes of class time (often referred to as a “contact hour”) of instruction per week over the entire term. The credit hour is the unit by which the university measures its course work. The number of credit hours assigned to a course quantitatively reflects the outcomes expected, the mode of instruction, the amount of time spent in class, and the amount of outside preparatory work expected for class. The working understanding is that for every hour a student spends in class, the student will be assigned two hours of work outside the class.

**Prerequisite(s):** **MAAA203 *Audio & Editing Techniques***

## **Learning Objectives:**

Upon successful completion of the course, the student should be able to:

### ***Apply industry-standard storyboard techniques to animation***

- Explain the various purposes of storyboards in relation to animation
- Define formats and labeling guidelines for animation storyboards
- Identify and illustrate camera moves as they apply to animation
- Create production book
- Pitch story concepts

### ***Create stories and illustrate concepts through sequential images***

- Differentiate scenes, cuts, fades, and dissolves as they apply to animation storyboards
- Examine shot selection as it applies to animation storyboards

### ***Create a storyboard based on a written script***

- Differentiate among thumbnail sketches, roughs, production, and presentation storyboards
- Create thumbnail sketches through interpretation of a written script
- Prepare a presentation-quality storyboard

### ***Produce an animatic***

- Apply editing techniques to a finished storyboard
- Integrate sound and timecode to storyboard
- Apply camera movement and motion
- Utilize multiplaning techniques
- Animate isolated storyboard elements
- Produce output for various media

## **Instructional Materials and Reference:**

### Text(s):

Title: *Storyboarding*

Author: Wendy Tumminello

Date:

Publisher: Thomson Delmar Learning

ISBN: 1-4018-2715-2

**Technology Needed:** Computer Lab

**Instructional Methods:** (Instructional methods include, but are not limited to simulations, case studies, discussion, group work, questioning, presentations, journals, individual projects, etc.)

**Grading Scale:** All assignments must have clear criteria and objectives. All students shall be treated equitably. It will be every student's right to know his or her grade at any reasonable time he or she requests it. The criteria for determining a student's grade shall be based on a percentage of total points, as follows:

93 – 100%	= A
90 – 92%	= A-
87 – 89%	= B+
83 – 86%	= B
80 – 82%	= B-
77 – 79%	= C+
73 – 76%	= C
70 – 72%	= C-
65 – 69%	= D+
60 – 64%	= D
0 – 59%	= F

**Student Evaluation / Grading Policies:** The following assignments, projects, and exams fulfill the learning objectives for this course:

<b>Project 1: Reverse Engineering a Storyboard from Film</b>	<b>100 pts</b>
<b>Project 2: Storyboarding from a Script</b>	<b>100 pts</b>
<b>Final Project: Storyboard and Animatic</b>	<b>200 pts</b>
<b>Midterm exam:</b>	<b>100 pts</b>
<b>Essay:</b>	<b>100 pts</b>
<b>Total Points:</b>	<b>700 pts</b>

**Electronic Submission of Assignments:** Any assignments submitted to the instructor as electronic attachments to an email are the responsibility of the student. Instructor will acknowledge the receipt of the email to the student within 24 hours of receiving it. If the student does not receive an acknowledgement within 24 hours it is the student's responsibility to contact the instructor, otherwise it is assumed that the assignment has not been sent.

**Students with Disabilities:** The University provides accommodations to qualified students with disabilities. The Student Affairs office assists qualified students with disabilities in acquiring reasonable and appropriate accommodations and in supporting equal access to services, programs and activities at the University.

Students who seek reasonable accommodations should notify the Dean of Student Affairs of their specific limitations and, if known, their specific requested accommodations. Students will be asked to supply medical documentation of the need for accommodation. Classroom accommodations are not retroactive, but are effective only upon the student sharing approved accommodations with the instructor. Therefore, students are encouraged to request accommodations as early as feasible with the Dean of Student Services to allow for time to gather necessary documentation. If you have a concern or complaint in this regard, please contact the Dean of Student Affairs in Room. Complaints will be handled in accordance with the school's Internal Grievance Procedure for Complaints of Discrimination and Harassment.

**Course Attendance:**

The University expects students to attend all scheduled meetings of each course. Students should be prepared to start the quarter on the first day of classes and to add/drop courses early in the first week of the quarter to minimize absences. Absences accrue against the student even if the student was not originally registered for the class but adds it after the start of classes.

**Students who do not attend any of their classes during the Add/Drop will be withdrawn from the University. They must contact the Assistant Director of Readmissions to return.**

Students must attend a minimum of nine classes per course in order to receive a passing grade in the course. The only exceptions to this policy are graduating seniors and university imposed closings for holidays. Attending fewer than nine classes or 36 hours of course instruction will result in course failure unless the Dean of Academic Affairs determines that there are acceptable extenuating circumstances. Students should be prepared with written documentation of circumstances beyond their control that contributed to the absences for consideration by the Dean. If the student is allowed to remain in the class and receive a grade, there will need to be a description of appropriate make-up work from the respective Instructor. Please note that a student can withdraw from any class through the ninth week without receiving an "F." Course withdrawal forms must be submitted to the Registrar's Office by the close of business on Friday of week nine in order to receive a "W" grade. Holidays and official class cancellations do not count as absences.

**REQUIREMENTS**

1. Attend all class meetings, arrive on time, and stay for the duration of the class.
2. Faculty policies regarding attendance, tardiness arriving to class and returning from breaks, or leaving class early can be found in the course syllabus.
3. Students who violate the attendance policy will fail the course.

**Consecutive Days Absence Policy**

A student who is withdrawn for failure to attend any classes within a consecutive ten calendar day period may be permitted to apply for readmission into the subsequent quarter.

Students who miss ten consecutive calendar days may be withdrawn from the University and will receive W's for all courses, if the withdrawal occurs

before the end of the ninth week of the quarter, or WF's for all courses, if the withdrawal occurs after the end of the ninth week of the quarter. Students who have been withdrawn due to violation of the consecutive absence policy but are still in good academic standing will be able to return the following quarter through the readmissions process. Students who have been withdrawn and the withdrawal results in a violation of the satisfactory academic progress policy (SAPP) must follow the procedure for appealing academic termination. See the Satisfactory Academic Progress section.

**Academic Honesty:**

The University does not tolerate plagiarism, cheating, copying or academic dishonesty in any form. Academic integrity policies apply to both the giver and receiver of information. Students who witness any act of academic dishonesty should report the incident to a faculty member, their Chair, or to another member of the University staff or administration immediately.

**Saving Work:**

It is the student's responsibility to save his or her work. The student should save and verify multiple copies prior to leaving the classroom. The teacher is in no way responsible for work saved on the hard drives, nor is he or she required to give an extension on work improperly saved. Local and network drives at the University, including all computers in the labs, will be purged regularly and should never be used by students for long-term storage. These drives are available for student use during class and lab sessions, but all data will be deleted on a daily basis. Students are expected to backup all work. Loss, theft, and computer failure are not acceptable excuses for not saving work.

**Reminders:**

Students wishing to withdraw from a course must do so before week nine. Students wishing to drop a course without penalty must do so the first week of class.

**Library:**

The Libraries on each campus are one of the most important resources available to students while attending the University. The Library supports learning and encourages intellectual curiosity among students and faculty. The Library staff works in cooperation with faculty to help students develop the ability to find, evaluate, and use information in order to become lifelong learners. To fulfill this mission, the Library develops and maintains a quality collection of books, periodicals, audiovisual materials, and online databases. The Library provides access to remote resources through Internet access and cooperative agreements with other libraries.

## WEEKLY CLASS TOPICS AND ASSIGNMENTS

### WEEK 1

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#### **Overview:**

#### **Weekly Objective:**

What is a Storyboard?

Understand why storyboards are important in film, animation, advertising and interactive games

Storyboards vs. comics - what's the difference?

The storyboard pipeline: Thumbnails, Roughs, and Production boards and Animatics

The difference between Live Action and Animation storyboards

Digital vs. Analog

Working with Digital Tools

The Purpose of Thumbnails

#### **Reading Assignment and/or Homework:**

**Return signed syllabus contract at the beginning of class.**

**Project 1 assigned. Work on thumbnails. Bring them to class next week.**

### WEEK 2

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#### **Overview:**

#### **Weekly Objective:**

Syllabus Contract and thumbnails for Project 1 Due.

The Anatomy of a Storyboard

Storyboard Essentials

Staging and Posing

The Silhouette Test

Line of Action

Action / Reaction

Drawing with Volumetric shapes

**Reading Assignment  
and/or Homework:**

**Revise thumbnails for Project 1. Clean up the drawings and place them on the supplied storyboard template. Be prepared to discuss your penciled storyboards in class next week.**

**WEEK 3**

**Overview:**

**Weekly Objective:**

Subject Placement

Establishing Depth

The Rule of Thirds

Maintaining Screen Side

Maintaining Screen Direction

The 180 rule

Forms and Subforms

Form over Detail

The fundamentals of composition

**Reading Assignment  
and/or Homework:**

**COMPLETE PROJECT 1 (DUE NEXT WEEK!)**

**WEEK 4**

**Overview:**

**Weekly Objective:**

PROJECT 1 DUE. CLASS CRITIQUE.

The language of storyboarding: Types of shots

Aspect Ratios

Cuts vs. Pans

Framing, Intersection and Clear Staging (also, Avoiding Tangents!)

Using Positive and Negative Space

Opposing Poses

Working from a Script

**Reading Assignment  
and/or Homework:**

**Work on Thumbnails for Project 2**

**WEEK 5 (MIDTERM)**

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**Overview:**

**Weekly Objective:**

The Three C's of Storyboarding: Clarity, Character and Conflict

Applying Contrast and Tone

Shot Progression

Framing - where to put the camera

The Power of the Pyramid

How and When to Cut the Camera

Using the Background to Enhance the Composition

Background Staging (Asymmetry / Angles / Depth)

**Reading Assignment  
and/or Homework:**

**STUDY FOR MIDTERM EXAM**

**TIGHTENED PENCILS FOR PROJECT 2 DUE - START ADDING TONES AND CONTRAST**

**WEEK 6 (MIDTERM GRADES MUST BE TURNED IN FOR ALL STUDENTS BY NOON ON MONDAY OF WEEK 6)**

**Overview:**

**Weekly Objective:**

**MIDTERM EXAM TODAY!**

One on one help.

Studio Time to finish Project 2.

**Reading Assignment  
and/or Homework:**

**PROJECT 2 IS DUE NEXT WEEK!**

**WEEK 7**

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**Overview:**

**Weekly Objective:**

Project 2 DUE. CLASS CRITIQUE!

Using Light and Shade to amplify MOOD in your storyboards

Using Layout to Establish MOOD.

Scale

Aspect Ratios

**Reading Assignment  
and/or Homework:**

**PROJECT 3 ASSIGNED. BEGIN WORK ON THUMBNAILS.**

**ESSAY DUE NEXT WEEK.**

**WEEK 8**

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**Overview:**

**Weekly Objective:**

Turn in ESSAYS.

Thumbnails for Project 3 are due today.

What is an animatic?

Pacing vs. Timing as it applies to an animatic.

Action / Reaction

Working with audio (effects and soundtrack) to amplify the mood.

**Reading Assignment  
and/or Homework:**

**REVISE THUMBNAILS, BEGIN WORKING ON PENCILED STORYBOARDS**

## **WEEK 9**

### **Overview:**

### **Weekly Objective:**

One on one feedback on rough pencils.

Incorporate tones, shades into storyboards.

Cut a rough draft of your animatic

### **Reading Assignment and/or Homework:**

**ROUGH DRAFT OF ANIMATIC DUE NEXT WEEK.**

## **WEEK 10**

### **Overview:**

### **Weekly Objective:**

Rough Draft of Animatic Due Today.

Studio Time / One on One Help.

### **Reading Assignment and/or Homework:**

**FINAL PROJECT DUE NEXT WEEK!**

## **WEEK 11** [Click here to enter a date.](#)

### **Overview:**

### **Weekly Objective:**

Final Animatic Due today. CLASS CRITIQUE.

Closing Thoughts.

### **Reading Assignment and/or Homework:**

**DRAW! DRAW! DRAW!** Study Life and Draw from Observation. Stay out of trouble. Fill up those sketchbooks. Use references. Work hard and PRACTICE what you have learned.

# SYLLABUS CONTRACT

I, \_\_\_\_\_, affirm that I have received the syllabus for **MAAA222** for **Winter Quarter 2017**. Furthermore, I have read the content of this document and understand that I will be held accountable for the assignments and other required work for this class. **I also acknowledge that if I need any help that I will contact my instructor in a timely manner and that it is my responsibility to do so. I can only help you if you take the time and interest to \*ask\* for help.**

I confirm that I have received the following documents:

- MAAA222 syllabus
- Class attendance policy
- Grading criteria
- Statement of Project dues dates and/or deadlines.
- Purchase requirements
- I am responsible for making every effort to be on time to class and that there are no make-up quizzes (outside of an extenuating circumstance with appropriate documentation)
- I will reach out to the instructor early for feedback on my work.
- Overview of assignments and class schedule
- I understand that arriving 10 or more minutes late to class constitutes LATE work. LATE work will not be accepted.
- I understand that not paying attention (talking, or being distracted with Facebook, doing homework for other classes, smart phones, etc.) during class will be counted as a half-absence for the first offense. The second offense will result in an “F” for the project.**
- I understand that the website for the course assignments is at ( <http://www.sivamstudios.com/ait> ) and the instructor’s contact information is( [krishna.at.ait@gmail.com](mailto:krishna.at.ait@gmail.com) )

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Signature

\_\_\_\_\_  
Date