



**SCHOOL OF SCIENCE**  
**(Media Arts Division)**

**Undergraduate Level**

**Design, Create, Perform**

**2019**

CUP School of Science Handbook  
Department of Media Arts

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Christ's University in Pacific  
Nuku'alofa, Tonga  
KINGDOM OF TONGA

## **I. WELCOME TO YOUR 2019 STUDY YEAR!**

**Welcome to Christ's University in Pacific, (CUP), School of Science!** To prepare you for a successful and fulfilling career, we offer and coordinate all the requirements for study undergraduate program in media arts. We look forward to assisting you and providing many opportunities to enhance your future career. As a media arts student you are advised to use this handbook, along with other important information sources, for guidance in the undergraduate media arts program. Official information sources include the Undergraduate Handbook, Student Manual, Class Schedule, and department academic advisors. Regularly meeting with an academic advisor is a good way to stay informed.

## **II. THE PURPOSE STATEMENT**

The CUP Media Arts Department aims to create a new genre of art (New Media Art) using advanced science and technology. Through the fusion of art and science and technology, new forms and contents of video and media art are studied. Based on experiential and emotional understanding of video, it provides a curriculum that enables students to utilize and learn techniques from the artistic point of view.

### III. CUP UNDERGRADUATE CALENDAR YEAR 2019

<b>FEBRUARY</b>							
M	T	W	R	F	Sa	Su	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28				
							<ul style="list-style-type: none"> <li>• 18<sup>th</sup> of February: CUP Teachers &amp; Staffs General Meeting @ 11:00am</li> <li>• 26<sup>th</sup> – 28<sup>th</sup> of February: CUP UNDERGRADUATE ORIENTATION</li> </ul>
<b>MARCH</b>							
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11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	
							<ul style="list-style-type: none"> <li>• 5<sup>th</sup> of March: CUP UNDERGRADUATE SEMESTER 1 BEGINS @ 11:00am</li> <li>• 15<sup>th</sup> of March: LAST DAY FOR DROP AND ADD FOR UNDERGRADUATE</li> <li>• 15<sup>th</sup> of March: SCHOOL FEES INVOICE AVAILABLE FROM THE TREASURER'S OFFICE AND LATE REGISTRATION FEE EFFECT (TOP\$50.00).</li> <li>• 29<sup>th</sup> of March: DEADLINE FOR UNDERGRADUATE SCHOOL FEES PAYMENT OF SEMESTER 1</li> </ul>
<b>APRIL</b>							
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22	23	24	25	26	27	28	
29	30						
							<ul style="list-style-type: none"> <li>• 15<sup>th</sup> – 19<sup>th</sup> of April : CUP UNDERGRADUATE MID-SEMESTER BREAK</li> <li>• 19<sup>th</sup> of April: GOOD FRIDAY</li> <li>• 22<sup>nd</sup> of April: EASTER MONDAY</li> <li>• 25<sup>th</sup> of April: ANZAC DAY</li> </ul>
<b>MAY</b>							
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20	21	22	23	24	25	26	
27	28	29	30	31			
							<ul style="list-style-type: none"> <li>• 1<sup>st</sup> of April – 31<sup>st</sup> of May: LATE FEES UNTIL 30<sup>th</sup> APRIL = TOP\$50 ; LATE FEES UNTIL 31<sup>st</sup> MAY = TOP\$100</li> </ul>
<b>JUNE</b>							
M	T	W	R	F	Sa	Su	
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10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
							<ul style="list-style-type: none"> <li>• 3<sup>rd</sup> – 7<sup>th</sup> of June : CUP UNDERGRADUATE STUDY WEEK</li> <li>• 10<sup>th</sup> – 20<sup>th</sup> of June: CUP UNDERGRADUATE SEMESTER 1 FINAL EXAMINATION!</li> <li>• 21<sup>st</sup> of June: SEMESTER 1 ENDS! – LAST DAY FOR ALL STUDENTS</li> <li>• 25<sup>th</sup> of June: SEMESTER 1 ENDS! – LAST DAY FOR STAFFS &amp; TEACHERS!</li> </ul>
<b>JULY</b>							
M	T	W	R	F	Sa	Su	
1	2	3	4	5	6	7	
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22	23	24	25	26	27	28	
29	30	31					
							<ul style="list-style-type: none"> <li>• 24<sup>th</sup> of June – 26<sup>th</sup> of July : CUP UNDERGRADUATE WINTER BREAK</li> <li>• 24<sup>th</sup> of July: ALL STAFFS &amp; TEACHERS RESUME</li> <li>• 29<sup>th</sup> of July: CUP UNDERGRADUATE SEMESTER 2 BEGINS @ 11:00am</li> </ul>
<b>AUGUST</b>							
M	T	W	R	F	Sa	Su	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		
							<ul style="list-style-type: none"> <li>• 9<sup>th</sup> of August: LAST DAY FOR DROP AND ADD FOR UNDERGRADUATE</li> <li>• 9<sup>th</sup> of August: SCHOOL FEES INVOICE AVAILABLE FROM THE TREASURER'S OFFICE AND LATE REGISTRATION FEE EFFECT (TOP\$50.00).</li> <li>• 30<sup>th</sup> of August: DEADLINE FOR UNDERGRADUATE SCHOOL FEES PAYMENT OF SEMESTER 2</li> </ul>
<b>SEPTEMBER</b>							
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9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30							
							<ul style="list-style-type: none"> <li>• 9<sup>th</sup> – 13<sup>th</sup> of September.: CUP UNDERGRADUATE MID-SEMESTER BREAK</li> </ul>
<b>OCTOBER</b>							
M	T	W	R	F	Sa	Su	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				
							<ul style="list-style-type: none"> <li>• 2<sup>nd</sup> of September – 25<sup>th</sup> of October: LATE FEES UNTIL 30<sup>th</sup> of SEPTEMBER = TOP\$50 ; LATE FEES UNTIL 25<sup>th</sup> of OCTOBER = TOP\$100</li> </ul>
<b>NOVEMBER</b>							
M	T	W	R	F	Sa	Su	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30		
							<ul style="list-style-type: none"> <li>• 28<sup>th</sup> – 1<sup>st</sup> of November : CUP UNDERGRADUATE STUDY WEEK</li> <li>• 4<sup>th</sup> – 14<sup>th</sup> of November: CUP UNDERGRADUATE SEMESTER 2 FINAL EXAMINATION!</li> <li>• 15<sup>th</sup> of November: SEMESTER 2 ENDS!</li> </ul>

**NB: Public Holidays will update!**

## IV. PROGRAMME FACTUAL SUMMARY

<b>Qualification Titles:</b>	Bachelor of Science (Media Arts)
<b>Department:</b>	Media Arts
<b>School(s):</b>	Science
<b>Total Credits:</b>	Undergraduate = 380
<b>Level:</b>	5, 6, 7
<b>Pre-requisites:</b>	The qualifications are CUP programmes developed and taught at CUP Entry Requirements: Have passed the Form 7 or Foundation Examination and meet the English Language entry requirements.

**Objectives:** Students in Faculty of Media Arts will learn to:

- Create a new genre of art (New Media Art) using advanced science and technology.
- Through the fusion of art and science and technology, new forms and contents of video and media art are studied.
- Based on experiential and emotional understanding of video, it provides a curriculum that enables students to utilize and learn techniques from the artistic point of view. Students will study various basic literatures through subjects such as directing, shooting, editing, and scenario, and make short film in practical courses.
- In addition, this department educates professional manpower suitable for culture arts and industrial field by learning 3D image, drone shooting, VR and so on.

**Delivery Mode:** Mostly face-to-face with self-directed learning. Additional learning materials are offered in a virtual e-learning environment.

### Student Learning Hours:

The learning hours are a guide to the total time needed for a student to complete the paper:

✓ On Campus Sessions	102
✓ Student Directed Learning	48

**Total learning hours** 150

**Delivery Site:** Nuku'alofa, Tongatapu

**Start Date:** Semester 1, 2019

**Qualification Developer:** Christ's University in Pacific

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## V. GENERAL INFORMATION

CUP University is a private, co-educational institution with a Christian philosophy of education. CUP University's purpose is to provide Tongan students with a rigorous, challenging education that is firmly based in the Bible and inspires commitment to Christian service.

When you are a student at CUP University you can expect to enjoy several advantages:

- **A Supportive Learning Environment:** CUP University's Department of Media Arts appreciates the opportunity to develop personal relationships with students who desire to build on the spiritual foundation that our learning environment provides. Faculty members are committed to help each student grow as a whole person.
- **Small Class Sizes:** Our average class size of 15 students or less encourages interaction between students and faculty as well as among students. You'll enjoy a high degree of personal attention that may not be possible in larger school settings.
- **Highly Qualified Faculty:** Our faculty members are trained professionals with expertise in their academic fields. Focused on serving the Lord and their teaching, many have made CUP University their home.

### *Academic Regulations & Policies*

In accordance with our motto: "Mo'ui 'ia Kalaisi" and for the overall wellbeing of the campus, the Administration and faculty desire to maintain a high standard of moral conduct from the students. The policies given aim at maintaining a clean God-honouring student body where students have a high respect for God and His Word (the Bible), as well as for their Administrators, Lecturers and fellow students. Within this Christian atmosphere, the student will be encouraged to grow spiritually, mature in the Lord, develop personal responsibility, select the right kind of true friends, excel academically and prepare for Christian leadership. With these goals in mind, we have the following school regulations:

CUP University reserves the right to modify existing academic policies or to develop additional policies regarding the relationship between the institution and those who enrol in its programs. This includes tuition and fee schedules, enrolment procedures and requirements, program and course offerings, graduation requirements, and registration policies and procedures.

Those admitted to study at CUP University agree, by virtue of their enrolment, to be governed by such policies as are established by the university's Board of Trustees and administration. As a result, the university maintains disciplinary authority over students as it pertains to continuation of enrolment by students, their award of academic credit, and the conferring upon them of degrees and certificates.

### *Orientation of New Students:*

All new CUP University students are encouraged to attend orientation the week before classes start. During the orientation essential activities include academic advising, financial aid counselling, placement testing and registration.

### *Pre-Registration for Continuing Students*

Semester 1 pre-registration for all current students is normally held in the last 2 weeks of semester 2, and Semester 2 pre-registration is held in the last 2 weeks of Semester 1 of the same year. All students expecting to return for the next semester must meet with their major advisor before preregistering for the following semester's course work. It is the student's responsibility to be familiar with departmental requirements before preregistration.

### *Undergraduate Declaration of a Major*

Each student must declare his/her major in order to proceed to the first year. This decision is made following a discussion with his/her advisor regarding interests and career plans. The student is to complete a "Declaration of



Major” form, have it signed by the Academic Advisor of the new major and turn it in to the Office of Records & Registration

### **Course Numbering and Pre-requisites**

The three-letter abbreviation preceding a course number indicates the University’s first initial letter (C) and the school of instruction or the general subject area of study.

For example: CBTh = Bible; CMTh = Theology; CMTH = Mathematics; CCIS = Computing & Information Science; CBA = Business Administration; CBAC = Accounting; CHOL = Holography; CMA = Media Arts, etc...

The three-number designation associated with each school and/or subject generally indicates the course level of study.

Students may not take upper division courses (second & third year) without first fulfilling lower division requirements or permission from the Major advisor for the program. The lower, sequentially-numbered courses are in most cases prerequisite to the higher.

### **Directed Study Option**

In justifiable cases an upper division student may take one directed study course to satisfy a graduation requirement. Petitions are signed by the Academic Advisor and submitted to the Academic Affair Committee for approval.

### **Registration, Add/Drop**

New students must register for classes prior to the first week of each semester. There is an “add/drop” period at the beginning of each semester. Admittance to a new course, however, is based upon available seating. Students must secure the faculty member’s signature to add/drop courses. Courses dropped during the add/drop period will not appear on the student’s permanent record. Alteration of a schedule without the approval of the Office of Records and Registration will not be recognised by the university. No student may enter a class or laboratory after the first meeting following the end of the add/drop period

### **Course Withdrawal**

Students may withdraw from a course after the add/drop period is over. They must complete forms available through the Office of Admissions and Records.

Students must secure the course instructor and the Academic Advisor’s signatures before withdrawing from a course. Completed withdrawal forms must be delivered to the main campus Office of Records & Registration no later than the last day designated to withdraw from classes. A grade of “W” will be recorded on the student’s permanent record. Students who neglect to follow this procedure will receive grades of “F” on their permanent record.

### **Total Withdrawal from the University**

Students who cannot continue their studies during a given semester must officially withdraw from the university. Withdrawals from school forms are available through the university’s main administration office or the Office of Records & Registration. Students should confer with their instructors and/or advisors, complete the withdrawal from school form and obtain clearance from the library, the financial aid and business offices. Students who neglect to follow this procedure will receive grades of “F” on their permanent record.

### **Progress Toward a Degree or a Certificate**

The time needed to complete the requirements for a degree or a certificate may vary, depending upon the student and his/her personal and academic circumstances. Many students choose to carry less than a full load for an academic semester. This may extend the time need to complete the academic programme. CUP University encourages students to work toward a degree or certificate at a pace that suits their circumstances.

### **Course Cancellation**

The university reserves the right to cancel a course due to low enrolment, to change class times or class instructors, cancel classes or create new classes, and to alter any other policies or dates related to registration and student records at any time. Notification of such changes will be published in an appropriate manner.

### **Grade Change**

When a student disagrees with the final grade of the course, that student may petition the University's Academic Committee for a review of their course grades. Grade change petitions will be allowed for up to one semester after the original grade was released.

### **Repeating Courses**

Students may repeat a course previously taken in an attempt to improve a grade if the grade is lower than a "C". All grades, including the grade for the repeated course, will appear on the student's transcript. Students may request to have grade points previously earned recalculated to exclude the former grade and to reflect the current grade. No additional credit may be earned if the previous grade was a "C" or better.

### **Attendance & Tardiness**

Students will be informed in writing of the instructor's attendance and tardiness requirements at the start of classes and will be required to adhere to those guidelines. Students are required not to miss more than 20% of the scheduled classes for the semester. Excused absences due to extenuating circumstances are left to the discretion of the instructor. Students are required to report to all classes on time.

### **Academic Integrity**

Academic honesty is expected of all students. Each instructor will inform students in the beginning of each semester the academic integrity expectations and the consequences for violating of this standard.

In the event an instructor determines and substantiates a violation of academic integrity occurred such as plagiarism or cheating, the instructor may take appropriate disciplinary action reflected in the student handbook. This action can include a lowered or failing grade, probation, dismissal or other institution actions. Detailed explanations of possible consequences are outlined in the Student Handbook.

Plagiarism, as an example of a violation of Academic Integrity, is a form of theft. It is the stealing of another's ideas, information or words and passing it off as one's own. Examples of plagiarism include quoting from a published work without the use of quotation marks and identification of the author and copying from another student's examination or report. Instructors and Academic Advisors can answer any questions about plagiarism and strategies to avoid it. Students who know accomplice in the act of plagiarism are equally guilty of academic dishonesty.

### **Cross Registration**

(Transferring Credit from another Institution)

Students who expect to enrol in a course at another institution while still planning to complete their degree at CUP University and who would like to insure the transferability of the course are encouraged to complete the Prior-Approval form, which is available through the main administration Office of Records & Registration. All courses for which prior approval is obtained are subjected to the standards and conditions of the CUP University Transfer Credit policy. All transfer students will have to attend CUP University at least a 2 semesters credits in order to gain a degree, etc.

## **VI. INTRODUCTION**

This handbook is a guiding light for students in the School of Science (SOS). It is mandatory for all students in this Division to get a copy of this handbook.

### ***1. School of Science (SOS)***

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The Division of Media Arts has academic and support staff and is responsible for the following programme:

- Bachelor of Science (Media Arts)

### ***2. Our Vision and Mission***

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#### **Vision**

The CUP Media Arts Department aims to create a new genre of art (New Media Art) using advanced science and technology.

#### **Mission**

To acquire her vision, the School of Arts endeavours to accomplish the following undertakings

- Attract bright, intellectually curious and motivated students.
- Provide the highest quality education in media arts.
- Advance the frontiers of media arts knowledge by fostering innovative research that addresses significant global and regional issues.
- Cultivate the principles of ethics and social responsibility.
- Develop capable media arts movie directors, movie producers, and movie writers

## VII. THE PROGRAMME PURPOSE

The programme uniquely designed to prepare students desiring to gain the knowledge, skills and perspectives which will enable them to become effective and creative and understand the essence of film through the basic theory and history of film and to lay the foundation of film creation and theory learning.

Studying Media Arts at Christ's University in Pacific (CUP) includes Students learn all the processes of shooting, lighting, sound and editing considering technical understanding and aesthetic aspects for film production.

### ➤ *Graduate Profile*

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Upon graduation, student will understand and utilize various shooting techniques and effects on drone aviation shooting such as drone simulator setting and simulator exercise (basic flight), stop flight, turnaround, take-off and landing, square flight, triangle flight and mode adjustment and pairing. It analyses the features and production techniques of various programs such as news, documentary, entertainment, drama, radio, and talk show. In addition, students try to analyse various contents that are increasing in the changing broadcasting environment such as internet and mobile. Students acquire the qualities and the ability of interpreting cinema to accept and learn film as a creature and culture. Students examine the relationship between society, country and history expressed in film, and grasp the artist's intention based on this.

Students graduate with skills and competencies that prepare them to develop the ability to understand the various elements necessary for make 3D film and to improve the completeness of 3D film production. Students will be able to understand the production system such as 3D shooting, editing, and the importance of collaborative work from the configuration of scenario suitable for 3D film.

## VIII. PROGRAMME ANALYSIS – RATIONALE FOR THE QUALIFICATIONS

### Media Arts: Certificate of Attainment (level 5), Associate of Arts (level 5), Diploma (level 6), Bachelor (level 7)

Media Arts students will study various basic literatures through subjects such as directing, shooting, editing, and scenario, and make short film in practical courses. In addition, this department educates professional manpower suitable for culture arts and industrial field by learning 3D image, drone shooting, VR and so on.

Here's a comparison of the media arts options:

	<b>Certificate &amp; Associate</b>	<b>Diploma</b>	<b>Bachelor's</b>
Who is this program for?	<ul style="list-style-type: none"> <li>-Working professionals seeking refresher courses in media arts fundamentals</li> <li>-First time students seeking an understanding of basic media arts principles</li> </ul>	<ul style="list-style-type: none"> <li>- Students seeking an education covering a broad overview of media arts fundamentals</li> </ul>	<ul style="list-style-type: none"> <li>- Students who wish to acquire a survey of media arts fundamentals and train in a specific area of media arts</li> </ul>
Common Career Paths	<ul style="list-style-type: none"> <li>- Professional camera man</li> <li>- Assistant private media business owner</li> </ul>	<ul style="list-style-type: none"> <li>- Private Media Business Owner</li> <li>- Assistant Director in Short movies</li> <li>- Assistant Movie Producer</li> <li>- Professional cameraman using the drone</li> </ul>	<ul style="list-style-type: none"> <li>- Private Media Business Owner</li> <li>- Professional cameraman using the drone</li> <li>- Director of Short movies</li> <li>- Movie Producer</li> <li>- Professional in Movie Editing</li> </ul>
Time to Completion	1 year full-time	2 years full-time	3 years full-time
Common Graduation Requirements	<ul style="list-style-type: none"> <li>- 4 courses (certificate)</li> <li>- 8 courses (AA)</li> </ul>	<ul style="list-style-type: none"> <li>- 16 courses (Diploma)</li> </ul>	<ul style="list-style-type: none"> <li>- 24 courses (Bachelor)</li> </ul>
Prerequisites	<ul style="list-style-type: none"> <li>- High School Form 6 &amp; 7</li> </ul>	<ul style="list-style-type: none"> <li>- Associate of Arts</li> </ul>	<ul style="list-style-type: none"> <li>- Diploma</li> </ul>
Level	5	6	7

## 1. Programme Overview

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The Media Arts (B.Sc degree) is the programme which designed and aims to create a new genre of art (New Media Art) using advanced science and technology. It requires 380 credits of courses for the B.Sc given the details below. This programme is very rich program for it both integrates Biblical Principles as core requirements. Hence, it is mandatory for all media arts students to take Bible classes to complete the requirements for a degree of B.Sc.

Given below is the schedule that provides details of all the requirements a student must achieve to complete his/her degree in B.Sc.

Schedule A are core Media Arts courses. Schedule B are Bible requirements and general education are in Schedule C. It will take up to 3 years full-time or up to 4 years of part-time study. That is, students must accomplish the requirements for the B.Sc programme from level 5 – 7 courses. Courses must be completed in sequence to ensure that all prerequisites are met before continuing.

## 2. Schedule A: Media Arts Core Course Requirements

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Course Title	Course Code	Level	Credit
1. Introduction to Film	CMA 511	5	15
2. Introduction to Film Technology	CMA 513	5	15
3. Basic Cinematography	CMA 524	6	15
4. History of Film	CMA 525	5	15
5. Basic Editing	CMA 526	6	15
6. Drone Aerial Shooting 1	CMA 611	6	15
7. Foundation of Scenario writing	CMA 612	6	15
8. Introduction to Broadcasting	CMA 613	6	15
9. Drone Aerial Shooting 2	CMA 624	6	15
10. Production Workshop	CMA 625	6	15
11. Author Studies	CMA 626	6	15
12. Drone Aerial VR Shooting	CMA 711	7	15
13. Production Workshop 1	CMA 712	7	15
14. Creative Thinking for Film, TV, and Interactive Media	CMA 724	7	15
15. Media Theory	CMA 725	7	15
16. Production Workshop 2	CMA 726	7	15

**3. Schedule B: Bible Requirements**

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<b>Course Title</b>	<b>Course Code</b>	<b>Level</b>	<b>Credits</b>
1. Old Testament Survey	CBTh 510	5	15
2. New Testaments Survey	CBTh 520	5	15
3. Greek Language	CBL 610	6	15

**4. Schedule C: General Education**

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<b>Course Title</b>	<b>Course Code</b>	<b>Level</b>	<b>Credit</b>
1. Academic Skills	CAS 512	5	15
2. Research Methodology	CRM 620	6	15
3. Project Management	CPM 713	7	15
4. Research & Development	CRD 710 & CRD 720	7	50

## IX. PROGRAMME STRUCTURE

### MAJOR IN MEDIA ARTS

Full time students who are consistently taking four courses in per semester can complete his/her Media Arts Programme in 3 consecutive years. Part time students can complete the Bachelor in more than 3 years.

BACHELOR OF SCIENCE (MEDIA ARTS) Level 7 RECOMMENDED COURSE SEQUENCES								
YEAR ONE LEVEL 5	S-1	COURSE CODE	COURSE TITLE	CREDIT	S-2	COURSE CODE	COURSE TITLE	CREDIT
Certificate of Attainment / Associate of Arts		CBTh 510	Old Testament Survey	15		CBTh 520	New Testament Survey	15
		CMA 511	Introduction to Film	15		CMA 524	Basic Cinematography	15
		CAS 512	Academic Skills	15		CMA 525	History of Film	15
		CMA 513	Introduction to Film Technology	15		CMA 526	Basic Editing	15
YEAR TWO LEVEL 6	S-1	COURSE CODE	COURSE TITLE	CREDIT	S-2	COURSE CODE	COURSE TITLE	CREDIT
Diploma		CBL 610	Greek Language	15		CRM 620	Research Methodology	15
		CMA 611	Drone Aerial Shooting 1	15		CMA 624	Drone Aerial Shooting 2	15
		CMA 612	Foundation of Scenario writing	15		CMA 625	Production Workshop	15
		CMA 613	Introduction to Broadcasting	15		CMA 626	Author Studies	15
YEAR THREE LEVEL 7	S-1	COURSE CODE	COURSE TITLE	CREDIT	S-2	COURSE CODE	COURSE TITLE	CREDIT
Bachelor of Science		CRD 710	Research & Development	25		CRD 720	Research & Development	25
		CMA 711	Drone Aerial VR Shooting	15		CMA 724	Creative Thinking for Film, TV, and Interactive Media	15
		CMA 712	Production Workshop 1	15		CMA 725	Media Theory	15
		CPM 713	Project Management	15		CMA 726	Production Workshop 2	15

**KEY:**

- Blue Courses – Compulsory Courses
- Black Courses – Core Courses



## COURSE DESCRIPTION

### Certificate of Attainment (level 5)

**Course Code: CBTh 510**

**Course Title: Old Testament Survey**

A chronological overview of the Pentateuch and Israel's history from Joshua to Malachi including the authorship, purpose, and major characters of each book. The student will learn a broad outline of each book. Special attention is given to the days of creation, the Patriarchs, the events of the Exodus, and the Tabernacle. *(Compulsory Course)*

**Course Code: CMA 511**

**Course Title: Introduction to Film**

It is a course to understand the essence of film through the basic theory and history of film and to lay the foundation of film creation and theory learning. By understanding the concept and kinds of film, we can understand the characteristics of the film. Students understand the nature of the film as a composite art, and students can understand the nature of the film by learning about the details of the film and the components of the film.

**Course Code: CAS 512**

**Course Title: Academic Skills**

This is a foundation unit that addresses academic essay writing skills relevant to business and economic issues. The unit is designed to develop basic student proficiencies such as information collection, analysis and evaluation, and logical reasoning skills. Through the analysis of ethical issues, this unit teaches students to research: reference using the APA style; analyse data; develop an argument; and write an academic essay. *(Compulsory Course)*

**Course Code: CMA 513**

**Course Title: Introduction to Film Technology**

It is a course to develop the ability to make works by learning basic theory and film making skills necessary for film production. Students learn all the processes of shooting, lighting, sound and editing considering technical understanding and aesthetic aspects for film production. In addition to this, students understand the various technologies necessary for digital broadcasting production and develop the ability to utilize each equipment.

### Associate of Arts (level 5)

**Course Code: CBTh 520**

**Course Title: New Testament Survey**

This course provides a general knowledge of the New Testament books of the four Gospels and Acts through Revelation. Students learn the author, theme, content, and distinctive features of each book. *(Compulsory Course)*

**Course Code: CMA 524 (L-6)**

**Course Title: Basic Cinematography**

It is a course that learns the functions of the camera and shooting techniques necessary for cinematography. Explore the basics of camera, including various camera types, features, and basic operating principles. Understand the structure and principle of the lens and explore the types and characteristics of the lens according to the focal length. After understanding how to use the camera and accessories, look at what the correct shooting position is.

**Course Code: CMA 525**

**Course Title: History of Film**

It is a course to learn how the history of film has changed since the birth of film to the present and to learn the flow of film. Film has constantly interacted with society, history, and humans and has steadily developed into

artistic, technical, and popular art. Since the birth of film, students will examine the world cinema to date based on the history of important individual film or directors, major film historical events and major events, conflicts and harmony between entertainment, industry, and art.

**Course Code: CMA 526 (L-6)**

**Course Title: Basic Editing**

It deals with the operation of various equipment related to editing, post production method, editing method by format. Editing is the process of meaningfully linking various shots taken according to planning intent. The basic concepts of editing and the ability to understand and utilize various editing techniques are developed so that students can be applied to the image.

**Diploma (level 6)**

**Course Code: CBL 610**

**Course Title: Greek Language**

This course lays the foundation for the skills necessary to read and properly interpret the Greek New Testament. Students will be required to memorize the most common vocabulary and paradigms, including first, second, and third declension nouns, the personal pronouns, present and aorist participles, and the most common tenses of the indicative mood. (*Compulsory Course*)

**Course Code: CRM 620**

**Course Title: Research Methodology**

It is designed to equip students with the training necessary for research. It supports student to gain in-depth understanding and be keenly aware of:

- the nature and scope of research in various fields,
- be able to effectively organise,
- structure and manage a research project.

It also designs to equip students with the necessary training both to be able to assess the academic research and literature in business fields and to prepare the student to do thesis. (*Compulsory Course*)

**Course Code: CMA 611**

**Course Title: Drone Aerial Shooting 1**

It is a course that learns the history, kind, flight principle and adjustment principle of the unmanned airplane in relation to drone aviation photographing. Understand and utilize various shooting techniques and effects on drone aviation shooting such as drone simulator setting and simulator exercise (basic flight), stop flight, turnaround, take-off and landing, square flight, triangle flight and mode adjustment and pairing.

**Course Code: CMA 612**

**Course Title: Foundation of Scenario writing**

It is a course to develop the ability to express the idea to be expressed by the image in a scenario by learning about the scenario which is the most basic of the film production. The ability to creatively structure the structure of the story through an understanding of the various ways of composition of the scenario. Through the understanding of the concept of scenario and the way of expression, students develop the ability to make material from everyday life into an artistic idea.

**Course Code: CMA 613**

**Course Title: Introduction to Broadcasting**

It is a course to learn the theory and practice of various broadcasting programs starting with basic understanding of broadcasting. It analyses the features and production techniques of various programs such as news, documentary, entertainment, drama, radio, and talk show. In addition, students try to analyse various contents that are increasing in the changing broadcasting environment such as internet and mobile.

**Course Code: CMA 624**

**Course Title: Drone Aerial Shooting 2**

It is a course that learns the technology of the drones landing and the air manipulation based on what learned in Drones Aerial Shooting 1. Students develop capabilities to resolve and assess problems with coping abilities and emergency procedures in safety and emergencies. To acquire necessary screen composition and various aerial photography techniques to make good aerial image.

**Course Code: CMA 625**

**Course Title: Production Workshop**

It is a course to acquire the skills required at each stage, such as pre-production, production, and post-production, by experiencing the overall process of film production. Students will acquire the ability to create works by learning basic theory and film production skills necessary for make film. Students can understand the overall process of film production.

**Course Code: CMA 626**

**Course Title: Author Studies**

It is a course to appreciate cinema of famous directors and analyse works. Through the appreciation of various works, students acquire the qualities and the ability of interpreting cinema to accept and learn film as a creature and culture. Students examine the relationship between society, country and history expressed in film, and grasp the artist's intention based on this.

**Bachelor (Level 7)**

**Course Code: CRD 710 & CRD 720**

**Course Title: Research & Development**

This is a compulsory task for senior students to fulfil before they achieve their first degree (Bachelor). To provide students with the opportunity to research, select, integrate, and apply a range of techniques and technology in the solution of a complete realistic problem. (*Compulsory Course*)

**Course Code: CMA 711**

**Course Title: Drone Aerial VR Shooting**

It is a course to learn practical skills through VR panorama production and demonstration. Students will learn 3D modeling using drone and editing and correction of photographed images. Students make a work by constructing scenario and continuity for aerial VR photography.

**Course Code: CMA 712**

**Course Title: Production Workshop 1**

It is a course to systematically understand and learn the basic characteristics and principles of 3D film. Students develop the ability to understand the various elements necessary for make 3D film and to improve the completeness of 3D film production.

**Course Code: CPM 713**

**Course Title: Project Management** (*Compulsory Course*)

This course is for students that would like to take up roles as project managers, overseeing development and other projects. Project management should be viewed as an integrated system of skills and processes applied over the entire project cycle, from the initial stages of project identification through project implementation and evaluation. Project success is directly linked to the effectiveness of project planning, monitoring and control at each stage of the life cycle, requiring a broad range of functional skills including communication, planning, financial management, procurement, risk management, human resource management, monitoring and evaluation among others.

**Course Code: CMA 724**

**Course Title: Creative Thinking for Film, TV, and Interactive Media**

It is a course to learn a series of practical and useful creative thinking methods among various methodologies of idea and creativity. Based on this, students will understand the basic structure of the content planning, the

agenda, concept drawing, object composition and storytelling structure. Students will be able to learn practical planning methods of various visual contents using new media.

**Course Code: CMA 725**

**Course Title: Media Theory**

It is a course to develop the ability to analyse and utilize media in general through understanding of new media. Students gain a systematic approach to the economic approach to politics and policies, and cultivate new perspectives and strategic thinking. The relationship between media and art is examined in terms of scientific and technical aspects and humanities.

**Course Code: CMA 726**

**Course Title: Production Workshop 2**

This course is for making 3D short film within 3 minutes of screening time. Students will be able to understand the production system such as 3D shooting, editing, and the importance of collaborative work from the configuration of scenario suitable for 3D film.

## X. ASSESSMENTS

During your course, you will have a number of assessments. You will be expected to turn in high quality work, of the same standard that will be expected of you in a work situation. All assessments must be submitted in English only.

### *Return of Assessments*

Marked assessment items will be retained for three months after the date of the assessment. During that period students may contact their lecturer during working hours to collect them.

### *Assignments*

These must be handed in by the date set by your lecturer. Your assignments are to be put into the "letter box" on the wall of CUP University's central office **prior to 8:30am on the due date**.

**Electronic submission** of a copy of the paper based version is required for **ALL** assignments. This copy will be used as a **backup** for the paper based version and can also be used for originality check and must be submitted prior to 8:30am on the same due date as the paper version. Any such requirement will be communicated with the assignment. Failure to submit assignments in the required format(s) may result in no marks being awarded.

Assignments which are submitted up to one day late (Monday after 8:30am to Tuesday 8:30am) will be marked, but cannot achieve more than a C- (pass only) grade. Assignments handed in late will not be marked unless Special Assessment Circumstances apply, so it would be better to hand in an incomplete assignment **on time**. All assignments **must** have a cover sheet accompanying them. The format for this sheet can be obtained from your lecturer. All assignments **must** be handed in "folders" with a clear plastic front and your papers **fastened** inside (plastic sleeves are not acceptable). Assignments containing disks or CD's are to be submitted in either a binder wallet, document wallet, or sealed envelope. A cover sheet must be attached to the outside so it is clearly visible. Later on you may need to buy more folders to handle multiple assignments. These folders will be returned to you with your assignments when they have been marked. This could take up to three weeks.

Paper for printing by students must be supplied by the students. Please do not ask your lecturer to supply paper as this is against our University's policy.

If a disk is included in an assignment, it must be **clearly labelled, virus free and readable** using software on the University's file server or it will not be marked.

As previously stated, your assessments are expected to reach the quality your prospective employers will expect of you. This means they will conform to the rules stated above, be logically set out, and neatly presented. Your assignment will not be corrected unless it achieves this, and it will be marked accordingly. Make sure that you **keep a copy** in case it is needed.

### *Assistance to Other Students*

Students themselves can be an excellent resource to assist the learning of fellow students, but there are issues that arise in assessments that relate to the type and amount of assistance given by students to other students. It is important to recognise what types of assistance are beneficial to another's learning and also what types of assistance are acceptable in an assessment. The CUP University Academic Statute governs the conduct of assignments and examinations, and violations of the standards will result in disciplinary action.

### *Beneficial Assistance*

- Study Groups
- Discussion
- Sharing reading material
- Testing another student's programming work using the executable code and giving them the results of that testing.

### **Unacceptable Assistance**

- Working together on one copy of the assessment and submitting it as own work
- Giving another student your work
- Copying someone else's work. This includes work done by someone not on the course
- Changing or correcting another student's work
- Copying from books, Internet etc. and submitting it as own work

### **Copyright within your Assignment**

#### **You can:**

- Copy *insubstantial* portions of items
- Copy for research or private study
- Print one copy only

#### **You cannot:**

- Copy for permanent electronic storage
- Copy and paste extracts or images into your own work or website
- Make multiple copies
- Upload copies to user groups and bulletin boards.”

### **Acknowledgement of Sources**

Anything taken directly from another source must be acknowledged correctly. In particular, see the topic of Referencing: “To learn how to reference is extremely important in order to acknowledge sources of information and ideas; this is a legal and academic requirement. It also enables readers to judge the extent of your research and to locate and find further information in the sources you have referred to, if they wish.”

### **Use of CUP University's Logo within your Assignment**

Use of the CUP logo is not permitted on assignments. The CUP logo is for CUP University's documents and only for the use of the University's staff.

## **XI. TESTS/EXAMINATIONS**

- You should be seated in the exam room by the official start time for each exam. Rooms are usually opened for entry 10 minutes prior to this time.
- You must go to the exam room and time allocated to the class you are **enrolled** in. If there is a need to change, you must apply at the University's Central office at least five days in advance.
- IDs are checked upon entering the room and students must sign a class roster, before being seated.
- All bags / papers (including pencil / spectacle cases / Mobile phones and other electronic devices) are to be turned off and left at the end of the room, nearest to the door. Examination stationery is supplied unless advised. You are not permitted to use your own stationery, even as scrap paper.
- Use of dictionaries in examinations is not permitted.

- No food or drink is permitted during examinations.
- Admittance to exams is by Student ID card which are to be placed on the top of the desk nearest the aisle at all times during the exam where the supervisor can easily read it. Remove from wallet or billfold.
- Once seated you may write your name and Student ID number on the exam answer booklet.
- At the commencement of the exam, reading time may be allowed (if so, it will be stated on the paper). **During reading time, NO WRITING, highlighting or marking is allowed.** This means no writing during reading times.
- No talking or communicating in any way with others is permitted, except to the supervisor (raise your hand).
- Only writing implements are allowed on desks during the exam unless specified on the exam sheet. Pencil cases are not permitted on desks.
- Make sure your name is on the front of the exam answer booklet. No extra time is allowed to do this after the exam time is finished.
- Write as legibly as you can. Do not use pencil. Use a blue or black pen only.
- Please ensure mobile phones are switched off and placed in your bag at the end of the room, nearest the door.
- No student shall be allowed to enter the room without obtaining the permission of the supervisor.
- No student shall be permitted to leave the room without obtaining the permission of the supervisor and handing in his or her script.
- If you are found with any additional material this is considered to be a dishonest practice and a breach of the rules relating to the conduct of examinations. Any dishonest practice occurring in the submission of work will result in disciplinary action, which could result in exclusion from any programme within CUP University.
- You must stay seated until **all** papers are collected.
- If an existing medical condition or extenuating circumstances are likely to affect your ability to sit an examination under these conditions you must apply, in writing to the Programme Leader, at least seven (7) days prior to the examination date.

### **Credit Recognition and APL**

Credit Recognition is a way of acknowledging the courses you have already been assessed in. These are compared against your new courses to see if they match.

Credit Recognition application forms are available from Student Central office. There is an administration charge per application. Please ensure you enclose certified copies of evidence of course content to support your application.

All credit recognition must be verified before the programme begins.

If you are applying for credit entirely on the basis of previously assessed courses from another education provider or another School or Faculty within CUP University, then follow the **Credit Recognition** procedures. If

you are applying (at least partly) on the basis of work experience or other unassessed work, follow the **Assessment of Prior Learning (APL)** procedures. Charges will apply to both cross credits and APL.

### **Cross Credits**

Check the course prescriptions, full details are available from Student Central office to find out which credit recognition you will be applying for.

Bring all your original academic records and course outlines to this meeting (overseas qualifications must be TNQAB certified before your application can be considered). If you do not wish to wait for the meeting, move to the next step.

Complete an application form and pay the fee.

### **Assessment of Prior Learning (APL)**

You may be coming to CUP University with skills, knowledge, attitudes and values which have not been formally assessed. APL offers you the means by which these can be assessed and given credit towards your programme.

### **Advice Regarding Credit Recognition and APL Approvals**

You will be advised in writing of the success or otherwise of your application. You may be given preliminary confirmation of the result of your application within a short time frame, but the official confirmation will only come when the results are approved by the Programme Committee, which meets approximately two weeks after the end of each semester for that purpose.

### **Results and Academic Records**

We recommend that you keep a record of your results and check them against the official results published on notice boards. It is the student's responsibility to ensure results are recorded correctly. Do not leave queries until it may be too late to fix problems in time for graduation. Academic results are sent out each semester. An academic transcript of your grades will be prepared by the Registry on receipt of the appropriate form (available from CUP University's Student Central office) and a small cost recovery charge.



## XII. GRADING SYSTEM

### CHRIST'S UNIVERSITY in PACIFIC CURRICULUM AND ASSESSMENT AUTHORITY (CUPCAA)

CUPCAA issues the official statements of results to students. It is a cumulative record of all results for the student. Christ's University in Pacific is undertaking the 15.0 grading system for all students. Results for units in transferred to and attained from CUP studies are reported and follow the following grading system.

Numerical Score	Letter Grade	Grade Points	Achievement Level
90 – 100	A <sup>+</sup>	15.0	Excellent
85 – 89	A	14.0	Outstanding
80 – 84	A <sup>-</sup>		
75 – 79	B <sup>+</sup>	13.0	Above Average
70 – 74	B	11.0	
65 – 69	B <sup>-</sup>		
60 – 64	C <sup>+</sup>	9.0	Average
55 – 59	C	7.5	
50 – 54	C <sup>-</sup>		
40 – 49	D	5.0	Below Average
Below 40%	F	0.0	Failing

Other grades that may be awarded to a candidate apart from those above, are as follows:

CT	Credit Transfer awarded following the assessment of previous learning. (Earned Points to be awarded by the head of the Department of Mathematics)
Res. Pass	Restricted pass which does not permit a Candidate to proceed to a further stage in that subject's Course of Study.
Aeg. Pass	Aegrotat consideration in respect of illness or injury.
Comp. Pass	Compassionate Pass in consideration for unavoidable circumstances.
DNS	Did not sit the final exam (Final grade is F with Earned Points of Zero.)
WC	Withdrawal from Course before the deadline.
W	Withdraw from the University
I	Incomplete

The following grades shall not be included in the calculation of the GPA. They are Aeg. Pass, Comp. Pass, P, Q and W.

### **XIII. EXAMPLES OF ACADEMIC MISCONDUCT ARE:**

#### **Plagiarism**

Plagiarism is the presentation of the (unpublished or published, including on the Internet) thoughts, ideas, writings, inventions or work of another person or other persons without proper acknowledgement and includes copying of the whole or part of the work of another, whether directly copying or summarising another's work, and using experimental results obtained by another. It is the act of taking and using another's work as one's own without proper acknowledgement (referencing) and includes:

- a) copying the work of another student
- b) directly copying any part of another author's work
- c) summarising or paraphrasing another author's work without referencing
- d) using experimental results obtained by another without referencing

This includes items from books, journals, magazines, and the internet. If you have any questions or are in any way unclear on what is or is not acceptable, then contact your lecturer for that course.

#### **Cheating**

Cheating is any fraudulent or dishonest response or practice in relation to any item of assessment, including any action which may otherwise defeat the purpose of the assessment. For example, this includes copying from others for an individual assessment event or bringing notes to a closed book exam.

The above summative assessment offences (plagiarism and cheating) represent misconduct and a breach of CUP University's rules and policies.

#### **Exclusion from Programme**

There are provisions to exclude students from programmes because of insufficient progress (passing less than half the credits taken over two years),

#### **Change of Course or Programme**

Students who request a change of course or programme after approval of enrolment will incur a penalty fee.

#### **Refunds & Withdrawals**

The policy regarding withdrawals and refunds for courses longer than 12 weeks is specified in the Enrolment & Fees Policy.

#### **Evaluations**

The student evaluation of quality, "SEQUAL", will independently and systematically enable students to evaluate courses and teaching. Evaluations are confidential.

#### **Testimonials**

Verbal references only will be given. Students need to advise lecturers of the details regarding such references.

## XIV. SCHOOL OF SCIENCE - MEDIA ARTS DIVISION

Head for Department of Holography and Media Arts

Lecturer: Professor Seung Hyun Lee

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- 1980-1984: Dept. of Electronics Engineering, Kwangwoon Univ., BS
- 1984-1986: Dept. of Electronics Engineering, Graduate School of Kwangwoon Univ., MS
- 1989-1992: Dept. of Electronics Engineering, Graduate School of Kwangwoon Univ., Ph.D.

Lecturer: Professor Alaric Hamacher

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- 1989: Abitur, Friedrich Ebert Gymnasium, Bonn, Diploma
  - 1994: Licence and Master „Cinema and Audiovisual Studies“, Paris University 7 (mention of excellence), BA
  - 1996: Academy for Television and Cinema, Munich, degree in film production, MA
  - 2002: Academy for Television and Cinema, Munich, degree in documentary directing, Ph.D.
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Lecturer: Professor Soon Chul Kwon

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- 1998-2002: Dept. of Industrial Engineering, Hanyang Univ., BS
- 2006-2008: Dept. of Digital Contents, Graduate School of Kwangwoon Univ., MS
- 2008-2012: Dept. of Information Display Engineering, Graduate School of Kwangwoon Univ., Ph.D.

Lecturer: Professor Yong Jung Kim

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- 1990-1996: Dept. of Film Study, Chungju Univ., BS
- 2001-2004: Dept. of Broadcasting, Graduate School of Dangoon Univ., MS
- 2010-2014: Dept. of Information Display Engineering, Graduate School of Kwangwoon Univ., Ph.D.