



UNIVERSITI TEKNOLOGI MARA

FFM241: FILM PRODUCTION MANAGEMENT

Course Name (English)	FILM PRODUCTION MANAGEMENT APPROVED
Course Code	FFM241
MQF Credit	3
Course Description	This course will expose the students to the theory and practice of fundamental aspects of film management. Students will be learned essential skills of the business and logistics side of filmmaking in order to prepare for a film or television production and then manage its creation on-schedule and on-budget. Students also will be trained in the business of production management which entails planning a production and running a production. Such an exposure is essential in managing a production in a more systematic way once they embark in the actual world of production.
Transferable Skills	1. Communicate effectively with others; 2. Perform assigned task safely and accurately within a team and participate in group activities to achieve team goals; 3. Undertake independent and self-directed study and learning; 4. Recognise and work within the limitations of their own personal and professional skills.
Teaching Methodologies	Lectures, Blended Learning, Case Study, Tutorial, Presentation
CLO	CLO1 Organise the basic production management process by incorporating effective practical skills in a film or video production. CLO2 Propose the concept, scope, and production structure in a systematic manner. CLO3 Explain the functions and responsibilities of a producer or production manager in managing a production.
Pre-Requisite Courses	No course recommendations
Topics	
1. The Introduction – The Production Management (PM) 1.1) n/a	
2. Preparing for Production – Production scheduling 1 2.1) n/a	
3. Preparing for Production – Production scheduling 2 3.1) n/a	
4. The Shoot Day and Call Sheets 4.1) n/a	
5. Daily Production Report 5.1) n/a	
6. Location Management 6.1) n/a	
7. Production Insurance 7.1) n/a	
8. Budgeting 8.1) n/a	
9. Cash Flow 9.1) n/a	
10. Official & Cost Report 10.1) n/a	

11. Planning and Problems in Production 1 11.1) n/a
12. Planning and Problems in Production 2 12.1) n/a
13. Case Study 1 13.1) n/a
14. Case Study 2 14.1) n/a

Assessment Breakdown	%
Continuous Assessment	100.00%

Details of Continuous Assessment	Assessment Type	Assessment Description	% of Total Mark	CLO
	Assignment	Written assignment - Introduction to film production.	30%	CLO1
	Assignment	Final Individual - Demonstrate the functions and responsibilities of a producer or production manager in managing a production.	40%	CLO3
	Case Study	Group assignment with a case study about production in Malaysia.	30%	CLO2

Reading List	Recommended Text	• Cleve, Bastian 2013, <i>Film Production Management</i> , 3rd Edition Ed., Focal Press Burlington
	Reference Book Resources	<ul style="list-style-type: none"> • Gates, Richard 2013, <i>Production Management for Film and Video</i>, 3rd Edition Ed., Focal Press Burlington • Honthaner, Eve Light 2010, <i>The Complete Film Production Handbook</i>, 4th Edition Ed., Focal Press Burlington • Levison, Louise 2016, <i>Filmmakers and Financing: Business Plans for Independents (American Film Market Presents)</i>, 8th Edition Ed., Routledge New York • Patz, Deborah 2010, <i>Film Production Management 101-2nd edition: Management & Coordination in a Digital Age</i>, 2nd Edition Ed., Michael Wiese Production Studio City • Stardling, Linda 2010, <i>Production Management for TV and Film: The Professional's Guide (Professional Media Practice)</i>, Bloomsbury Publishing Plc New York
Article/Paper List	This Course does not have any article/paper resources	
Other References	This Course does not have any other resources	