



## UNIVERSITI TEKNOLOGI MARA

### FFM113: FUNDAMENTALS OF THEATER AND FILM PRODUCTION MANAGEMENT

<b>Course Name (English)</b>	FUNDAMENTALS OF THEATER AND FILM PRODUCTION MANAGEMENT <b>APPROVED</b>
<b>Course Code</b>	FFM113
<b>MQF Credit</b>	3
<b>Course Description</b>	This course will expose the students to the theory and practice of fundamental aspects of theatre and film production management. Students not only equipped with the knowledge of theoretical but also with the knowledge of the management process such as planning, organizing, leading and controlling. The course aims to prepare students with basic skills and exposures and it is hoped that they be able to apply their knowledge in managing a theatre and film production.
<b>Transferable Skills</b>	<ul style="list-style-type: none"><li>- Communicate effectively with others;</li><li>- Perform assigned task safely and accurately within a team and participate in group activities to achieve team goals;</li><li>- Undertake independent and self-directed study and learning;</li><li>- Recognize and work within the limitation of their own personal and professional skills.</li></ul>
<b>Teaching Methodologies</b>	Lectures, Blended Learning, Case Study, Discussion, Presentation
<b>CLO</b>	<p>CLO1 Develop an understanding of the fundamental of theatre and film management.</p> <p>CLO2 Discuss the concept, scope, and production structure in theatre and film productions through oral presentation.</p> <p>CLO3 Recognize and understand a conceptual framework of the current issues in theatre and film productions.</p>
<b>Pre-Requisite Courses</b>	No course recommendations
<b>Topics</b>	
<b>1. The Role of the Producer</b> 1.1) Management Team	
<b>2. Planning and Organising in Production</b> 2.1) N/A	
<b>3. Leading and Controlling in Production</b> 3.1) N/A	
<b>4. Conceiving a Show</b> 4.1) N/A	
<b>5. Getting the Right</b> 5.1) Rules and Regulations	
<b>6. Performance Space and Facility</b> 6.1) Types of Stages, Venue 6.2) Facilities	
<b>7. Production Personnel</b> 7.1) Organizational Structure - Film & Theater	
<b>8. Location and Studio</b> 8.1) Location Agreement	
<b>9. Casting and Talent</b> 9.1) Casting and Talent Agreement	

<b>10. Budgeting</b> 10.1) Film & Theater
<b>11. Script Breakdown 1</b> 11.1) Scene Breakdown 11.2) Master Schedule
<b>12. Script Breakdown 2</b> 12.1) Scene Breakdown 12.2) Master Schedule
<b>13. Opening and Running the Show</b> 13.1) N/A
<b>14. Planning and Problems in Production</b> 14.1) N/A

Assessment Breakdown	%
Continuous Assessment	100.00%

Details of Continuous Assessment	Assessment Type	Assessment Description	% of Total Mark	CLO
	Assignment	One (1) written assignment of the Introduction in theatre and film production management.	30%	CLO1
	Assignment	One (1) written assignment with a case study about production in Malaysia and presentation.	30%	CLO2
	Assignment	One (1) report– Research on selected production house.	40%	CLO3

Reading List	Recommended Text	<ul style="list-style-type: none"> <li>• Gates, Richard 2013, <i>Production Management for Film and Video</i>, Third Edition Ed., Focal Press Burlington</li> <li>• Honthaner, Eve Light 2010, <i>The Complete Film Production Handbook</i>, Fourth Edition Ed., Focal Press Burlington</li> <li>• Levison, Louise 2016, <i>Filmmakers and Financing: Business Plans for Independents (American Film Market Presents)</i>, Eight Edition Ed., Routledge New York</li> <li>• Stardling, Linda 2010, <i>Production Management for TV and Film: The Professional's Guide (Professional Media Practice)</i>, Bloomsbury Publishing Plc New York</li> </ul>
	Reference Book Resources	<ul style="list-style-type: none"> <li>• Bastian Cleve 2017, <i>Film Production Management</i>, Taylor and Francis [ISBN: 9781351840132]</li> </ul>
Article/Paper List	This Course does not have any article/paper resources	
Other References	This Course does not have any other resources	