

## BA(HONS) TELEVISION AND FILM PRODUCTION WITH PLACEMENT YEAR

Dear

Welcome to (BA) Hons Television and Film Production with Placement Year, we can't wait to meet you!

You are now part of our vibrant, creative community here at the School of Film and Television (or 'SoFT' as we like to call it) within Falmouth University. You are joining over 800 like-minded students and staff studying in the school, in addition to the wider community of creative arts students across Falmouth University.

We're getting in touch with some important information about your course that will help you as you prepare to join us. We have a few small things for you to do in preparation for your arrival; read on and see the list of equipment that you should bring with you, as well as any other costs that you might incur throughout your course that are not covered by your student loan and a handy to-do list, all at the end of this letter.

We've also included some activities and a few things you could read and / or watch that we suggest you undertake, to help you prepare for your studies. You will have access to all the reading resources from the library when you arrive on campus, but if you're looking forward to getting stuck in, this is a good place to start.

Your academic experience will be predominantly in person with some courses using some digital resources to support your learning. To engage in the digital learning activity, although you will be able to access IT suites on campus, you may find it beneficial to have a laptop to access the platforms and tools we use. You will be provided with free access to the Microsoft Office suite, (including Word, Excel and PowerPoint) while you study at Falmouth.

### **Student Finance**

If you are eligible for a loan from Student Finance and have not yet applied, please do so immediately to ensure the loan is approved before you enrol. Once you enrol you are liable for the tuition fees. You can find more information from the Student Loans Company at: [gov.uk/government/organisations/student-loans-company](https://www.gov.uk/government/organisations/student-loans-company) If you are paying for your tuition yourself please check out [falmouth.ac.uk/study/tuition-fees](https://falmouth.ac.uk/study/tuition-fees). Advice on managing your finances whilst studying can be found on the University's website here: [falmouth.ac.uk/study/student-funding/how-much-does-it-cost](https://falmouth.ac.uk/study/student-funding/how-much-does-it-cost)

### **Student Support**

We know the prospect of coming to university can feel overwhelming but we're here to support you every step of the way. You can find an overview of the support available to you once you get here at this link [falmouth.ac.uk/experience/support](https://falmouth.ac.uk/experience/support)

To help us provide you with the right support during your time at Falmouth, if you have a disability, health condition or Specific Learning Difference (SPLD), you should apply for an Individual Learning

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Plan (ILP). This document suggests simple adjustments to your academic experience, tailored to your needs. By disclosing early, we can ensure that the necessary support is in place before you begin your journey with us. Find out how to apply here [studyhub.fxplus.ac.uk/accessibility-inclusion/ilps](https://studyhub.fxplus.ac.uk/accessibility-inclusion/ilps)

If you don't have a formal diagnosis of an SPLD such as dyslexia, dyspraxia, or ADHD but think you might, our free online screening tool, the Do-It Profiler can help. It's like a quiz that helps pinpoint any areas where you might need extra support. More information and a link to the Profiler can be found here [studyhub.fxplus.ac.uk/accessibility-inclusion/spld-screening](https://studyhub.fxplus.ac.uk/accessibility-inclusion/spld-screening). We really recommend doing this, even if you don't think you have a learning difference as it can identify areas of strength and learning approaches that's useful for everyone.

## **Step Into Falmouth**

In the coming weeks, you can join our Step into Falmouth programme, designed to provide advice and guidance to help you to settle into university life. This programme includes a range of informative and supportive videos you can view at a time that suits you, followed by live online events in August where you can meet our staff, current and new students. More information can be found at [falmouth.ac.uk/experience/new-students/step-into-falmouth](https://falmouth.ac.uk/experience/new-students/step-into-falmouth)

## **Student Mentors**

Before September, if you have any questions, you can join the Student Mentor team on [Discord](#) to talk about the course, living in Cornwall and what to expect at Falmouth. Our mentors are already studying on your course, so ask them anything you like. Find them at [falmouth.ac.uk/experience/new-students/mentoring](https://falmouth.ac.uk/experience/new-students/mentoring). Alternatively, email your name and your course to: [studentmentors@falmouth.ac.uk](mailto:studentmentors@falmouth.ac.uk) and they will be in touch.

Over the next few weeks, we'll email you more important information about your course and life at Falmouth. If you're going to be away or out of contact, make sure you ask someone to check your emails and reply on your behalf.

The course team are experienced scholars and practitioners who are perfectly placed to guide and support you on your first steps towards academic success and industry employability. The path will be challenging, unexpected and often fun! You will be rewarded for your hard work, collaboration, and vision. We're really looking forward to working with you.

We know there is a lot to think about before you start at university. So, we're here to help. If you have any questions, just get in touch with Applicant Services on +44(0)1326 213730, use LiveChat on our website or email [applicantsservices@falmouth.ac.uk](mailto:applicantsservices@falmouth.ac.uk)

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Finally, we wish you an enjoyable few weeks before the start of term and we're looking forward to welcoming you to Falmouth in September.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Faye', written in a cursive style.

**Faye**  
Course Leader, BA (Hons) Television and Film Production

## Getting started

### Your offer

If you have a conditional offer, your place is subject to meeting those conditions. This means we're waiting to receive your results or some more information before your place can be finalised. You can see these conditions on your UCAS Hub <https://accounts.ucas.com/account/login>

If you need to ask us anything about your offer, get in touch with our Applicant Services team on +44(0)1326 213730, use LiveChat on our website or email [applicantsservices@falmouth.ac.uk](mailto:applicantsservices@falmouth.ac.uk)

### Enrolment and Student Terms & Conditions

You'll get an email two weeks before the start of term telling you how to enrol online. You'll need to enrol before the first day of term to officially register as a student of Falmouth University and receive your undergraduate student loan.

When you enrol, you'll need to agree to and comply with the University's Student Terms & Conditions. These Terms & Conditions are important, and we encourage you to read them carefully, before enrolling. You can find them under 'Student Terms & Conditions' on our website [www.falmouth.ac.uk/student-regulations](http://www.falmouth.ac.uk/student-regulations)

### Tuition fees (per year)

2024-2025 full-time UK: £9,250

2024-2025 full-time EU/International: £17,950

2024-2025 placement year: £1,850

### Term dates

Term dates can be found at [falmouth.ac.uk/experience/term-dates/term-dates-2024-25](http://falmouth.ac.uk/experience/term-dates/term-dates-2024-25)

Welcome Week starts on Monday 16 September for first year students.

Study Block one begins on 23 September and teaching and assessment will be throughout the full 15 weeks of the study blocks.

### Your timetable

Your academic timetable shows all scheduled learning activities and your course timetable. It will be published from 9 September. After you've enrolled, you can view it via the Student Portal at [falmouth.myday.cloud/](http://falmouth.myday.cloud/) or the Falmouth University App. You can download the app by searching the Google Play Store or Apple Store. It will also be accessible at [mytimetable.falmouth.ac.uk](http://mytimetable.falmouth.ac.uk).

### Welcome Week

After you have enrolled, your timetable will show you where you need to go and when on Monday 16 September and throughout the week.

This is the week when you'll meet your course mates, course tutors and University staff. There will be important inductions to both your course and the wider University facilities and services, in addition to social activities organised by the University and Students' Union.

## **Professional placement**

You can access support from the University Employability team to help you prepare and search for placement opportunities. Usually, students undertake paid placements so you should be able to earn whilst you are working. Depending on where your placement is, you will need to be prepared to factor in costs such as accommodation, costs of travel, etc. If you are unable to find a suitable placement, you will be able to transfer to the 3-year version of the course.

## Pre-course preparation – ‘intro task’

We’ve got a small ‘intro task’ for you to complete to help you get to know some of your new cohort:

1. If you’re not on Facebook, set up a professional account; many television and film job opportunities are posted to Facebook groups, including our own alumni group for when you graduate, so this will be beneficial for the long term as well as for our intro task.
2. Join the Facebook group for your year ‘TAF27’ (you’ll be the Television and Film Production class, or ‘TAF’ of 2027)  
here: <https://www.facebook.com/groups/taffalmouth24.27/>. Request access and you’ll be added to the group.
2. Capture ONE screenshot from a television or film source of your choice (e.g. anything including, but not limited to, the ‘watch’ list below) that epitomises something that inspires you – go beyond the everyday and find something you consider exceptional.
4. Post your chosen image to the Facebook group along with a sentence or two that explains your choice.
5. Comment on two other posts (look for ones without any / many comments) to start the conversation with your new cohort.
6. Accept the friend request you’ll receive from ‘Tele Falmouth’ so we can keep you connected.

**Complete this task straight away to get started on your new adventure or at the latest by 10am Monday 2<sup>nd</sup> September 2024.**

## Course equipment and costs

### Laptop (essential)

A laptop will be an essential piece of equipment along with a reliable broadband connection (if you are living in University accommodation you will have this). There is excellent access to computers at Falmouth, both PC and Mac, but you having your own laptop will be really useful to access the digital platforms as well as for your independent and group-based work.

You can expect to pay £200-£300 to purchase a basic one for email and word processing. Video editing requires high powered computing which for most will be best achieved using our industry standard editing computers so you really don't need to splash out on anything high spec.

### Technology (optional)

#### Smartphone

Even the most basic smartphone with a working camera will be sufficient for you to experiment with to express yourself and develop your narrative storytelling to supplement the use of the bookable resources.

#### Hard Drive

Hard drives can be borrowed from our Stores, however it's often handy to have access to your own to store and backup your work. Reliability is critical so we would recommend brands such as G-Tech or Lacie with USB 3 connectivity and ideally a minimum disk speed of 7200rpm (approx. £100).

### Outdoor Clothing (optional)

You will be expected to work in all sorts of locations and weather conditions. It is therefore highly recommended that you come fully prepared with the right sort of personal clothing to protect yourself from the elements and to meet risk assessment requirements. This will set you up well for industry work beyond graduation too.

This list is not exclusive, so please use it as a guide; you should be able to equip yourself for the outdoors for approximately £150 (some companies offer student discounts too so be sure to check):

- Waterproof jacket
- Warm headgear
- Strong waterproof boots/shoes
- Gloves
- Waterproof trousers (working all day in wet jeans is particularly unpleasant!)
- Warm/thermal top (and bottoms for good measure!)

### **Driving Licence**

To get work in the television and film industry it can be a real asset to have a driving licence (even if you don't have a car). If you don't have your licence yet and this is something you would consider then work out now how and when you might achieve it. You don't need to be able to drive for university, although it can be useful and it may open up more professional opportunities to apply for.

### **Study trips**

Trips aren't mandatory but most years we've been able to offer students the opportunity to travel to a major film festival (usually the 'Berlin Film Festival') as part of a group of students. Places are not funded and the cost as last estimated for travel in 23-24 was between £710 and £775 (this depends on the number of students travelling, and the rate of exchange at the time).

Students may find that they travel to one or more of the Royal Television Society 'Breaking Into Media' events over the course of their degree, which are often held in Plymouth, Bristol and London – these are free but you may wish to consider the cost of bus or train transport to them, and potentially overnight accommodation.

### **Highly Recommended - the 'Live @ AMATA Pass'**

AMATA is Falmouth University's arts centre, offering a diverse year-round programme of exciting performances and productions, from monthly comedy nights to fantastic live music, trailblazing new theatre and dance.

The programme complements our portfolio of degrees and enables students to experience high quality, contemporary performances on their doorstep.

Students can purchase a one year Live @ AMATA Pass which offers five tickets for £25. This represents a 50% reduction on our standard student ticket price of £10.

You will be able to view the programme at [falmouth.ac.uk/arts-centre](https://falmouth.ac.uk/arts-centre) from August 2024. However, the Live @ AMATA Pass is available now to book at [falmouth.ac.uk/arts-centre/visit/tickets#live-pass](https://falmouth.ac.uk/arts-centre/visit/tickets#live-pass)

Please note: If a parent or guardian is purchasing on behalf of a Falmouth University student, the account should be set up in the student's name, using their email address.



## Suggested watching / listening / reading

It's important to maintain your work ethic and curiosity over the summer to be equipped to undertake the challenge of higher education study from September. Here are some ways you can do that.

### Watch:

Watch plenty of television and film! Try different programmes, genres, shows and content that you might not usually watch. Develop your opinion, you don't have to enjoy everything you watch to be learning a great deal. Think internationally! Have a look at television and film reviews and features in newspapers and online.

Within television and film we include:

- Drama (from features and one-offs to high-end series and soaps)
- Documentaries
- Branded content and commercials
- Music videos
- Online content (vloggers, Youtube, corporate etc)
- Streaming and on-demand content (such as Netflix and Amazon)
- Sports TV
- Live and factual entertainment (including events like music festivals)
- And more...!

It's also good to connect with short form work as we'll be making short form content during your time with us. Try these two to get you started:

- [www.filmsshort.com](http://www.filmsshort.com)
- [vimeo.com/channels/shortoftheweek](https://vimeo.com/channels/shortoftheweek)

### Read and listen:

Remember that you don't have to buy any books as you'll have access to our incredible library when you join us. However, if you want to get started these are books that will be worth considering.

Cottrell, Stella. 2019. *The Study Skills Handbook*. London: Palgrave. RRP £15.99

- Recommended by our academic skills team – this book covers everything from managing your time and taking notes to working with others and developing as an academic writer and critical thinker.

Tobin, Lucy. 2015. *A Guide to Uni Life*. Bath: Trotman. RRP £9.99

- This terrific book walks you your first day at University, through to managing your money, keeping healthy and making the transition to university life.

Phillips, Rachel. 2017. *Student Eats*. London: Ebury Press RRP £12.99

- Each year, we recommend a cookery book. Life at university is far more than just study – you’ve moved home, are living independently, and meeting hundreds of new people as committed to the cinematic arts as you are – life skills are important. We really like Rachel’s approach to cheap, healthy ingredients – she’s a recent graduate too, so speaks from experience.

The following texts will provide a useful framework for the first year of your studies, most are available in the Library, either in print or electronic form but you can purchase your own copy if you’d like to (again, 2<sup>nd</sup> hand or e-book will be cheaper and it doesn’t matter which edition you buy).

Television Theory:

Bignell, J., 2012. *An introduction to television studies*. London: Routledge. RRP £25.19.

Documentary and Factual:

Lees, N., 2010. *Greenlit: developing factual/ reality TV ideas from concept to pitch*. London: Methuen. RRP £22.09.

Rabiger, M., 2015. *Directing The Documentary*. Burlington, MA : Focal Press. RRP £26.18

Writing:

Grace, Y. 2014 *Writing for Television Series, Serials & Soaps* London: Creative Essentials RRP £14.99

Drama:

Rabiger, M. 2013. *Directing : Film Techniques and Aesthetics*. Waltham, Mass. Focal Press. RRP £34.99

Craft:

Block, B. (2007). *The visual story : seeing the structure of film, TV, and new media*. Oxford [etc.]: Focal Press. RRP £21.99

Some other content you can consider:

- Dig into current affairs – how can you connect your work with what’s happening in the world?
- Read some scripts: [www.simplyscripts.com](http://www.simplyscripts.com)
- Find out more about how the industry works: <https://www.screenskills.com/media/3233/tv-business-a2-web.pdf>
- Find out more about roles that might interest you: <http://guru.bafta.org/crafts>
- Listen to the Cinematologists Podcast (hosted by our own Professor Neil Fox): [www.cinematologists.com](http://www.cinematologists.com)
- Listen to BBC’s ‘This Cultural Life’ podcast: <https://www.bbc.co.uk/sounds/brand/m0010fl4>
- Read about some of the staff who will be teaching you: <https://www.falmouth.ac.uk/staff-profiles>
- Follow our social media: @TVatFalmouth and @SoftFalmouth

## The Handy To-Do List

Use this check list to make sure you've completed the essentials listed above:

- Complete the 'doitprofiler' quiz to help identify your learning style here: [studyhub.fxplus.ac.uk/accessibility-inclusion/spld-screening](https://studyhub.fxplus.ac.uk/accessibility-inclusion/spld-screening).
- Watch lots of content; TV, film and everything in-between. Challenge yourself with a diverse and international range of content that's beyond your typical viewing habits.
- Follow us on Instagram - [@tvatfalmouth](https://www.instagram.com/tvatfalmouth) and [@softfalmouth](https://www.instagram.com/softfalmouth)
- Read things that inform and inspire you (see our reading list above for some suggestions)
- Join the [Student Mentor Group DISCORD](#)
- Complete the 'intro task' (by 10am on Monday 2<sup>nd</sup> September 2024)
- Check your timetable to find out the details for your first day (from early September): [falmouth.myday.cloud/](https://falmouth.myday.cloud/)
- Get essential items – laptop is the most important (see above for full details)
- Stock up on any of the goodies you might also need (smartphone/harddrive/outdoor clothing/books) – see the equipment and costs lists above for some suggestions
- Tell your friends and family when your holidays are so they can take you somewhere nice when you're NOT studying! Find the term dates here: [Term dates 2024-25 | Falmouth University](#)
- Take a deep breath, get excited: it's really happening!