

RTV 2074
Television Production (with lab)
Spring 2014 Course Information

Professor: John C. Dailey, Ph.D.
WH 121 - jdailey@ozarks.edu
Office Hours: M 12:00-2:00, TR 1:30-3:00 and by appointment.
Office Phone: 479-979-1352
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Classroom / Class Time: WH 133, M, 2:00 pm - 4:50 pm

COURSE DESCRIPTION

A class that emphasizes basic television studio production techniques including camera operation and movements; lighting; audio production; in-studio communications; and on-camera performance. Students will produce class projects. The course consists of lecture and laboratory hours.

REQUIRED RESOURCE

Textbook

Shook, F., Larson, J., and DeTarsio, J. (2012). *Television and Field Reporting (5th or 6th Edition)*. Pearson. ISBN: 978-0205111589

SUGGESTED RESOURCE

On-line Training

Cybercollege TV Production: http://www.cybercollege.com/tvp_ind.htm

COURSE GOALS

To be successful in this course, you must reach several goals:

- Effectively learned to operate video and audio equipment (studio equipment and field production equipment)
- Learned to think visually and developed basic shot composition skills.
- Planned, prepared materials for, and assisted in the production of specific video projects. The projects will be produced during the lab portion of the class or as announced.
- Learned steps involved in pre-production, production, and post-production of selected television projects or programs.
- Developed and demonstrated specific production skills needed to complete video projects in a timely manner.
- Learned a technical vocabulary of terms that allows informed discussion with video production professionals.
- Heightened your critical thinking abilities by the design and evaluation of class projects and other television programming.

Through the attainment of these course goals, you will have demonstrated growth toward achieving these university Intended Student Outcomes (ISO's).

#1 Students will communicate effectively;

#2 Students will think critically.

As an RTV major, you are strongly encouraged to begin selecting artifacts for a Communication Portfolio. Strong possibilities to choose from this class could be a script you write for story "package", a great example of ISO #1. Another likely choice would be a copy of a story package, on which you served as the producer.

COURSE REQUIREMENTS

Expectations

- **Deadlines** – All projects will be submitted at the start of class on the due date. Late submissions will not receive full credit. Students who fail to submit all required projects will not receive a passing grade in the course. Since an important part of work in media fields is meeting deadlines, late work will not be accepted unless you contact me in advance with a legitimate, documented reason (for example, serious illness would be an acceptable excuse; having work due in another class would not). Time management is an important skill for success in the communication field.
- **Attendance** – I expect you to be in class on time. Excessive absences will result in the lowering of your grade. Because illness, emergency, or University-sanctioned activities can sometimes cause you to miss class, absences may be excused if you discuss the problem (in advance if possible) with the instructor. If you cannot reach me, leave a message with the division office (979-1233). The decision about whether or not to excuse an absence rests with the instructor. Excessive absences (more than three) will result in an academic alert.
- **Academic Integrity** – I expect you to do your own work for this class. You may consult with others and you may refer to models or examples from the texts or class, but you must individually prepare and create your own work for grading. For more information, refer to the section on academic integrity in the *Talon* student handbook. Violations of academic integrity are serious offenses. If you are caught using someone else's work as your own or helping someone else to cheat, you may receive a zero for that assignment and I will notify the Provost and the BCG division chair. If you are caught plagiarizing or cheating a second time, you will receive a grade of "F" for the course and I will notify the Provost.

Behavior Guidelines, Standards and Expectations

I want you to be successful in this class, in your other classes, and in your life. I want the theories and concepts discussed to have immediate value to you as you develop your own improved communication skills. To create a successful classroom experience and achieve the stated goals, we must all uphold certain principles and expectations:

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| 1. Respect | For each of us to receive a valuable education in this class, we will all need to listen openly and discuss ideas respectfully. |
| 2. Attendance | You are expected to attend classes and arrive on time. |
| 3. Responsibility | Late work will be penalized one full letter grade per day late. |
| 4. Honesty | Plagiarism and cheating are serious acts of misconduct and will result in failure of the course and/or academic discipline per the policies of this institution. |
| 5. Equal Opportunity | If you need course adaptations or if you need to make any special arrangements, please make an appointment with me as soon as possible. |
| 6. Commitment | Doing well in this class requires you to keep up with the readings, assignments, and class work. If you need to miss a class, contact a classmate for assignments and notes. You are responsible for the material you miss. |
| Digital Device Policy: | Cell phones and other digital communication devices should be silenced during class. I understand that you may need to occasionally check or respond to a message; however, if your device use becomes a distraction to me or to others, you will lose 10 participation points each time I have to ask you to put it away. Absolutely no cell phone or other digital communication device use is permitted during exams. Any student caught using a device during an exam will receive a zero on that exam. |

"I'm from Missouri, you've got to *show me*." – Dr. John

ADA STATEMENT

If any member of the class has a documented disability and needs special accommodations, the instructor will work with the student and the office of Student Support Services or the Jones Learning Center or the Academic Center for Excellence to provide reasonable accommodation to ensure the student a fair opportunity to perform in this class. In order to plan for optimum success, please advise the instructor of the disability and the desired accommodations as soon as possible. Students are strongly encouraged to notify the instructor during the first week of classes. Without ample planning / preparation time, we cannot assure the availability of needed accommodations in a timely manner.

GRADING POLICIES

Points are accumulated throughout the semester, and at the end of the semester the total points earned will divide the total points possible (600 points). Assignments will have the following point values:

Discussion Notes (5x)	25 points each	Story Packages (4 of 5)	25 points each
DVC Pro Camera Quiz	25 points	Midterm Exam	100 points
Studio Camera Quiz	25 points	Studio Productions (5x)	25 points each
Music Video	25 points	Class Participation	75 points

Grades will be assigned according to the following scale:

A = 100-92.5%	B+ = 89.49%-86.5%	C+ = 79.49%-76.5%	D+ = 69.49%-65.5%
A- = 92.49%-89.5%	B = 86.49%-82.5%	C = 76.49%-71.5%	D = 65.49%-61.5%
F = 59.99% and below	B- = 82.49%-79.5%	C- = 71.49%-69.5%	D- = 61.49%-60.0%

Grade estimates will be given to you at midterm, but you will be able to follow your grade progress online throughout the semester. You are welcome to discuss your grade with me at any time. At the end of the semester, you will receive your final course grade from the Registrar's Office. In keeping with University policy and concern for your privacy, I will not post grades, nor will I email grade information to you, even if you ask for it.

COURSE SCHEDULE (may be revised to meet the needs of the class...)

Date	Reading - Television and Field Reporting	Subject / Activity
Week 1 January 20	Martin Luther King Day	NO CLASS
Week 2 January 27		Course Overview Meet Your Producers / Teaching Assistants
Week 3 February 3	<i>Chapter 1</i>	Typed Notes for Discussion Discuss Chapter 1 & Preview Chapter 2 Tour of Facilities with Demos
Week 4 February 10	Chapter 2	Typed Notes for Discussion <i>PRESENTATION: Intro to DVC Pro and Tripod</i> Schedule with a producer to shoot / edit music video
Week 5 February 17	Chapters 3 & 4 MUSIC VIDEO DUE	Typed Notes for Discussion Watch MUSIC VIDEOS
Week 6 February 24	Chapters 5 & 6	Typed Notes for Discussion <i>PRESENTATION: Intro to Adobe Premiere Pro</i>

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Week 7 March 3	ICE DAY	CLASS CANCELLED
Week 8 March 10	Chapters 7-12 FIRST PACKAGE DUE	Interviews / Scripts / Packages / Storytelling Watch FIRST PACKAGES <i>PRESENTATION: Audio Basics</i> Schedule with a producer to shoot / edit package
Week 9 March 17	TAKE HOME MIDTERM SECOND PACKAGE DUE	Watch SECOND PACKAGES >> DVC Pro / Tripod Proficiency Quiz << Schedule with a producer to shoot / edit package Newscast Pre-Production / Show #1 Scripting
Week 10 March 24-28	SPRING BREAK	NO CLASS
Week 11 March 31	THIRD PACKAGE DUE	Watch THIRD PACKAGES Producers demo all studio production positions Show #1 Read-Through / RECORDING Schedule with a producer to shoot / edit package Show #1 Post Mortem / Show #2 Scripting
Week 12 April 7	FORTH PACKAGE DUE	Watch FORTH PACKAGES Show #2 Read-Through / RECORDING Show #2 Post Mortem / Show #3 Scripting
Week 13 April 14	FIFTH PACKAGE DUE	>> Studio Camera Proficiency Quiz << Show #3 Read-Through / RECORDING Show #3 Post Mortem / Show #4 Scripting
Week 14 April 21		Show #4 Read-Through / RECORDING Show #4 Post Mortem / Show #4 Scripting
Week 15 April 28		Show #5 Read-Through / RECORDING Show #5 Post Mortem
Week 17 May 5		Show #6 - BEST OF SEMESTER RECORDING
Finals Week 3:30 PM - Monday, May 12th		FINAL SHOWCASE

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