

Television Production II
RTV305-001, Fall 2005
Wednesdays: 9 a.m. – 11:50 a.m.
Landrum Academic Center 303

Professor: Norbert Thomas BSc. MA	Office: Landrum Academic Center 134
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Equipment Reservations: Equipment Manager (Bob McCoy) at **859-572-1337**

COURSE DESCRIPTION

RTV305, or Television Production II, is one of the electives required for RTV majors and minors and is the second in a series of video production courses offered in the RTV program. This course is designed to introduce students to the theory and practice of multi-camera studio production and the corresponding wide-ranging applications. Over the development of the semester students will be introduced to the language, modes, aesthetics conventions and technologies used in the pre-production, production and post-production phases of the multi-camera studio production process. Through lectures, discussions, hands-on demonstrations and group and individual projects, each student should gain a foundation upon which future video classes will build.

COURSE OBJECTIVES

Through one final written exam, two projects and 3 quizzes the students will demonstrate their understanding and mastery of the following:

- Simulating the various positions and responsibilities in the Television Studio, namely: Producer; Director; Technical Director; Audio Technician; Graphics Operator; Voice Talent; Host; VTR Operator.
- Utilization of the process of Planning, Research, Execution and Recording of a Multi-Camera studio production.
- Understanding the language, signals and behavior associated with a multi-camera studio production.
- Basic understanding of and identification of studio lights, light grids and the use of different types and styles of lighting effects and accessories.
- Functional understanding of the Mixing Console and processing rack in a multi-source environment.
- Understanding of the dynamics of teamwork and communication in a time driven, time sensitive industry.
- Acceptable student work to be compiled for demo reels.

TEXT

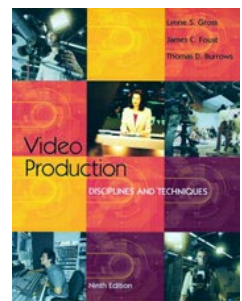
Video Production - Disciplines And Techniques. 9th Edition. Authors: Gross; Foust; Burrows

REQUIRED MATERIALS

- At least one (1) 60 minute Mini-DV videotape (per person)
- One (1) CD-R or Mini Disc for audio Recordings

SUGGESTED MATERIALS

- One (1) VHS tape(s) for at-home viewing of raw footage
- At least one (1) additional Mini-DV videotape and/or DVD-R for archiving projects, shooting raw footage and producing Pre-Pro.
- One (1) 2' x 4' (or larger) piece of white foam core for lighting assistance



GRADING CRITERIA

Students will demonstrate their understanding and mastery of the topics and procedures in RTV305 through the following assignments and series of video projects. Overall course grades will correspond with NKU's grading policy found in the Undergraduate Section of the NKU Catalog and can be accessed at <http://access.nku.edu/catalog/>.

3 quizzes (20 questions)	20%	<u>GRADING SYSTEM</u>	
Studio Interviews	20%	90 – 100%	A
Morning News Show	20%	80 – 89%	B
Final Exam (50 questions)	20%	70 – 79%	C
Attendance/Participation	20%	60 – 69%	D
Total	100%	Under 60%	F

This is a deadline-based industry. Therefore, assignment deadlines are of utmost importance. For all projects, if work is submitted after the due date, the grade will be reduced by **1 letter grade per day late**.

PROJECT EVALUATIONS

You will be critiqued and graded on the originality, creativity and presentation of your projects. Project evaluation includes applicable paperwork and all materials are due by the project deadline date.

CRITIQUES

Video production is a technical art. In other words, we use the technology to tell stories ... to create our "art." Part of developing as an artist is to nurture a self-critical eye, a fair and accurate evaluation of your work. Therefore, **each project for RTV305 will have an oral critique at the end of the project**. **Critiques are to be concise (a few paragraphs) and thoughtful evaluations of the project's strengths and weaknesses. Students should emphasize the lessons learned in the project and how the project might be improved if attempted again.** If in a group, critiques should also include a brief evaluation of each group member's contribution to the project. Critiques can be typed and may be e-mailed to professort4u@yahoo.com ahead of time.

HONOR CODE

The Student Honor Code [the "Honor Code"] is a commitment by students of Northern Kentucky University, through their matriculation or continued enrollment at the University, to adhere to the highest degree of ethical integrity in academic conduct. It is a commitment individually and collectively that the students of Northern Kentucky University will not lie, cheat, or plagiarize to gain an academic advantage over fellow students or avoid academic requirements.

The purpose of the Honor Code is to establish standards of academic conduct for students at Northern Kentucky University and to provide a procedure that offers basic assurances of fundamental fairness to any person accused of violations of these rules. Each Northern Kentucky University student is bound by the provisions of the Honor Code and is presumed to be familiar with all of its provisions.

Students also should aspire to conduct themselves in a manner that is consistent with the highest degree of ethical integrity in all matters, whether covered in the Honor Code or not. The success of this commitment begins in the diligence with which students uphold the letter and the spirit of the Honor Code.

The full Honor Code can be found at www.nku.edu/~deanstudents/student_rights/honor_code.htm.

SPECIAL ACCOMMODATIONS

Students with disabilities who require accommodations (academic adjustments, auxiliary aids or services) for this course must register with the Office of Disability Services. Please contact the disability service office in University Center Suite 320 or by calling (859) 572-6373 for more information. Verification of your disability is required in the disability services office for you to receive reasonable academic accommodations. Visit the disability services website at www.nku.edu/~disability.

COURSE POLICIES

- Attendance is required at all class meetings. Video production is a collaborative process and your participation in the class crew assignments is vital. Information/practice that you miss in a class has the potential of hurting your classmates' projects. Therefore, more than two absences will result in a "Crew/Participation" grade of zero. More than three absences will result in a failing grade for the course.
- Likewise, tardiness and/or leaving early are unprofessional and will adversely affect the "Crew" portion of your evaluation.
- Students are responsible for all material presented during each class meeting, despite any lack of attendance or tardiness. This includes rescheduled assignments, projects or syllabus material. Contacting the professor prior to an absence will afford the student selected material and information from the professor for that lesson but does not lengthen deadline dates or excuse an absence.
- Producing video (and all media) is a deadline-driven endeavor. Consequently, this course is also deadline-driven. Late assignments/projects will have a reduction of a letter grade for each day late regardless of the reason for the delay.
- All critiques are to be typed, and may be submitted electronically to the professor's e-mail address listed at the top of this syllabus.
- The students enrolled in this course must perform all production work. Submitting any work performed by someone not enrolled in this class will result in dismissal of the student from the course.
- You and your peers will review student work in class. Participation in these reviews is mandatory and will likely result in the most insightful evaluation of your work.

EQUIPMENT POLICIES

- Equipment reservation procedures will be thoroughly covered during the first week of class.
- Equipment reservations may be made through the equipment manager, Communication Department secretary or class professor.
- Students have access to production equipment at any time, but **must get written permission for DPS-assisted entry** from the equipment manager, class professor or Communication Department secretary to use NKU's production equipment and editing rooms outside normal business hours. NKU's business hours are Monday, Tuesday, Wednesday and Thursday 8:15 a.m. – 6:30 p.m.; Friday 8:15 a.m. – 4:30 p.m. Written permission must be obtained and faxed to DPS at least 24 hours prior to equipment access.
- **Production equipment in your possession is your responsibility.** You are **financially liable** for each piece of equipment checked out to you. Failure to return equipment will result in held grades and/or financial penalties until the equipment is returned or replaced.
- Promptly report any equipment malfunction to the professor and equipment manager.
- **Return equipment prior to 10:00 a.m. on the day the equipment is due.** Failure to return equipment promptly can result in **an overall course half-grade penalty for each offense.**

BLACKBOARD

This course will be augmented by NKU's Blackboard system. PowerPoints, discussion boards, email lists, and the opportunity to link to online resources are some of the elements you'll find at <http://learnonline.nku.edu>.

CLASSROOM DECORUM

Pagers and cellular phones should be silenced during class. Please inform the professor if an emergency situation might require electronic contact during a class meeting. The professor will return this courtesy.

SYLLABUS CHANGES

This syllabus is subject to change at the professor's discretion. Students will be informed immediately of any changes to the syllabus and/or schedule.

COURSE SCHEDULE

January 11	Class Introductions / Overviews / EQ briefing / Select Interviewee & positions. <i>Assigned Reading: Chaps. 1.1–1.3, 2, & 9</i>
January 18	Quiz of reading material Review of the Production Process, Switcher, Audio mixer, Microphones, Multi-Cam, Cast & Crew, Studio Signals, and Lighting.
January 25	Rotation - Drills Studio Interviews of 10 mins each. Min 3 rotations
February 1	Rotation - Drills Studio Interviews of 10 mins each. Min 3 rotations
February 8	Rotation - Drills Studio Interviews of 10 mins each. Min 3 rotations. <i>Assigned Reading: Chaps. 3, 4, 6</i>
February 15	Final Production of Face to Face - Graded Beiting – Boedeker - Boehmker
February 22	Final Production of Face to Face - Graded Buten – Griannan - Keefe
March 1	Final Production of Face to Face – Graded Quiz #2 Nolan - Triplett
March 8	Spring Break – No classes
March 15	Rotation - Drills Assign positions & stories and write. / Format. <i>Assigned Reading: Chaps. 7, 8, 10.</i>
March 22	Rotation - Drills Quiz #3. Production Meeting / Format News show / Pitch Stories / etc.
March 29	Shoot stories / Produce Features / Sports / Plan interviews / Quiz #3
April 5	Finish shoot / Produce B-rolls / Post / Studio Design / Light Design / Music / Graphics
April 12	Finish Post / Finish Music / Finish Graphics
April 19	Sectional run through (Opening & Closing sequence / Interviews / Commercial breaks)
April 26	Written test / Full Dress Rehearsals x2
May 3	Final Production x2 – Morning News (Critique & Grading)

Department of Communication Equipment/Facilities Use Agreement

I, _____, agree to abide by the following policies regarding the use of the Department of Communication's production equipment. I realize the Department's equipment is my responsibility, both physically and financially, when in my possession. The contact information I provide here is strictly for the use of reserving production equipment and facilities for the _____ semester of _____.

Signature: _____ E-mail: _____

Home Phone: (_____) _____ Cell Phone: (_____) _____

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