



Southeastern Louisiana University Dual Enrollment Program--TV Production



The Southeastern Dual Enrollment TV Production course provides high school students the opportunity to take a college Psychology course at their high schools and to receive credit on their high school and university transcripts. Southeastern is offering one course in TV Production during the 2020-2021 academic year. This course can be facilitated in a year-long format or in a semester-long format.

COMM 257 – Introduction to Television Production. Credit 3 hours. A study of the techniques used in basic studio and remote productions including film-style productions. The course will concentrate on the use of equipment, providing actual hands-on experience in television production. Students will study areas of production skills dealing with the major formats of programming.

Program Requirements

From the High School:

- Any school participating in Southeastern's Dual Enrollment Television Production Program must have a multi camera television studio and remote camera equipment capable of accomplishing electronic news gathering (ENG) or electronic field production (EFP).
- Any school participating in this course must have professional television lighting and audio equipment that the students may use in their graded productions.

From the Facilitator:

- Any facilitator new to the program must complete the corresponding virtual workshop during the summer..
- Any facilitator already in our program who would like to participate in a new class must complete the virtual workshop for that new class during the summer..
- All facilitators (new and returning) must attend a ½ day virtual workshop at the end of the summer to copy all online course materials and receive any revisions to the Student Eligibility Guidelines.
- The facilitator(s) must ensure that their students meet the program requirements as outlined in the Dual Enrollment Student Eligibility Guidelines (website) and follow the guidelines of the program laid out in the Memorandum of Understanding (copy given to the principal).
- The facilitator must be certified in the discipline of the course they wish to facilitate.

From the Students:

- Students must be in the 11th or 12th grade.
- Have a high school cumulative GPA of ≥ 2.5 (transcript must be provided)
- Have an ACT/Pre-ACT composite ≥ 19 , ASPIRE composite ≥ 430 or SAT/Pre-SAT composite ≥ 1010
- Students must have an ACT/Pre-ACT English sub-score of ≥ 18 or SAT/Pre-SAT ERW sub-score of ≥ 500 or an ASPIRE English sub-score ≥ 433 to enroll in a **Communication** course.
- Students must be enrolled in a high school TV Production course while dual enrolled.
- Effectively use an A/V script with soundbites and voiceovers
- Demonstrate basic tenets of effective broadcast writing

COMM 257 - Introduction to Television Production
Southeastern Louisiana University Dual Enrollment
2020--2021

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Mailing Address: Cheryl Settoon, SLU 10719, Hammond, LA 70402
Course materials: <http://moodlede.southeastern.edu>
Rental Textbook: **Television Production Handbook**, 12th ed, by Herbert Zettl; Cengage Learning, 2018

Prerequisite: N/A

COMM 257 is a hybrid course with all content delivered online through MoodleDE OR face-to-face by Southeastern faculty. The Southeastern instructor of record will develop course content and provide powerpoint notes, ungraded instructional assignments, ungraded quizzes that are similar to exams, and exam study guides to help prepare students to complete the graded assignments and the exams which are also provided by the Southeastern instructor of record. The high school teachers will act as a facilitator and assist with student registration and enrollment, proctor exams as necessary, and through supplemental instruction, serve as a daily learning resource for students as they assimilate course content. The students' final course grades are assigned by the instructor of record.

Student Learning Outcomes: After the completion of this course, students will be able to:

- Perform basic tasks of various studio positions such as director, floor director, camera operator, lighting director, audio operator, and producer
- Collaborate with a production team to take a concept through to a finished studio production that is not post-produced
- Effectively work with talent and use TelePrompter
- Place professional lighting instruments to accomplish 3-point lighting with emphasis on lighting a television interview in both interior and exterior locations
- Place microphones to record broadcast-quality audio
- Display a knowledge of production terms and professional practices of the television broadcast industry
- Execute basic ENG/EFM techniques when reporting,

Exams and Quizzes:

There will be four quizzes worth 25 pts. each that will be administered via MoodleDE and grades will be posted on MoodleDE. The quizzes will test the following material that goes along with reading and course syllabus notes. They are:

Quiz 1 – 1.1, 1.2, 3.1, 3.2, 7.2 (TV production process and script, Composition, and camera moves)

Quiz 2 – 4, 5, 13 (Camera operation, Directing and Switching)

Quiz 3 – 6, 6.1,.6.2, 7.1, 8, 9 (Audio equipment and how to record sound & Lenses)

Quiz 4 – 10, 11.1, 11.2, (Lighting)

The Midterm Test will be a compilation of the material covered in the four quizzes, the required reading, and the notes given in the course syllabus. The midterm will contain 50 questions and is worth 100 pts. It will be administered via MoodleDE and grades will be posted on MoodleDE. Students will have 50 minutes to complete the exam

Final Exam is a final project

Students will produce a 1 ½ - 3 min. edited feature TV story with voice over and soundbites as mpeg4 file, plus a typed script on A/V template. The remote project will include a participation component as part of the grade. The final project is worth 110 pts. A rubric is on MoodleDE.

Assignments: Assignments worth up to 70 points will be given at the instructor of record's discretion. Assignments are designed to test your understanding of material that has been presented. Assignments are available via MoodleDE.

Studio production assignments: Student groups will produce two projects to be done in multi-camera studio without postproduction. Completed projects will be .mov or mpg4. files that can be saved to the shared GoogleDrive folder that the instructor sets up. Google Drive or on a flash drive. One project is worth 30 pts and the other is worth 40 pts. There is also an individual matched action sequence that is worth 15 pts.

Grade scale: [92-100% = A] [82-89% = B] [72-79% = C] [62-69% = D] [< 61% = F]

Grades will be posted on MoodleDE at the completion of the unit. The Instructor of record will report final grades in LeoNet.

Make-ups: Any student missing a quiz or the midterm should make it up the next class session unless there are extenuating circumstances that the high school facilitator clears with the instructor of record.

Students that possess a valid medical excuse or school excuse may be allowed to take a make-up exam (alternative assessment methods maybe used at my discretion). **Make-ups will only be allowed within 1 week of the excused absence.** There will be **no make-ups for in class work** and no extensions for outside class assignments without valid excuses or prior consent of the instructor.

Academic Dishonesty: Schools agree that the first incident of academic dishonesty in any course by any student in any manner will result in a grade of 0 on the assessment in question. The second incident will result in the student failing the Southeastern portion of the course. Southeastern's Academic Dishonesty Policy:

Students are expected to maintain the highest standards of academic integrity. Behavior that violates these standards is not acceptable. Examples are the use of unauthorized material, communication with fellow students during an examination, attempting to benefit from the work of another student and similar behavior that defeats the intent of an examination or other class work. Cheating on examinations, plagiarism, improper acknowledgement of sources in essays, and the use of a single essay or paper in more than one course without permission are considered very serious offenses and shall be grounds for disciplinary action as outlined in the current General Catalogue of Southeastern Louisiana University.

http://www.southeastern.edu/resources/policies/policy_detail/acad_integrity.html

Attendance: Students should refer to the University policy on attendance as stated in the current SLU catalogue. Attendance will be taken at the beginning of each class. If you cannot attend lectures regularly, you should consider dropping the class. **It is your responsibility to complete and file drop forms with you high school course coordinator if you wish to withdraw from the class.** The last day to withdraw from the class for Fall semester classes is Friday, October 30, 2020 and for Year-long and Spring semester classes is March 26, 2021.

Grade Appeals: Should a student have a concern about a final grade posted for a dual enrollment course, the Grade Appeals policy should be followed below. Please note that a student has 30 days to make a written appeal to the Southeastern Instructor of Record:

After a final course grade is recorded in the Records and Registration Office, a change of grade must be approved in sequence by the instructor of record, the instructor's department head, and the academic dean of the College of Arts, Humanities, and Social Sciences. In the event of a contested final course grade, a student's written appeal of the grade must be submitted to the instructor within **thirty (30)** calendar days of final grades for the term being due. The grade appeal should also be submitted to Dr. Jeffrey Temple, Assistant Vice President for Academic Programs. For more information about grade appeals, see

http://www.southeastern.edu/resources/policies/policy_detail/instruction_practices.html

Material to be covered on exams: to be administered via MoodleDE

Quiz 1 – 1.1, 1.2, 3.1, 3.2, 7.2 (TV production process and script, Composition, and camera moves) & syllabus notes

Quiz 2 – 4, 5, 13 (Camera operation, Directing and Switching) & syllabus notes

Quiz 3 – 6, 6.1,.6.2, 7.1, 8, 9 (Audio equipment and how to record sound & Lenses) & syllabus notes

Quiz 4 – 10, 11.1, 11.2, (Lighting) & syllabus notes

Final Exam is a compilation of all the quizzes and the syllabus notes.

Final Exam Material: is a compilation of all the material for the four quizzes including the readings.

Important dates for the semester:

http://www.southeastern.edu/future_students/dual_enrollment/calendar/index.html

Important Dates for COMM 257	Fall Semester 2020	Year-long 2020-2021	Spring Semester 2021
Last day to enroll	August 21, 2020	August 21, 2020	January 22, 2021
Last day to DROP	August 30, 2019	August 30, 2019	January 29,, 2021
Last day to confirm rosters	September 6, 2019	September 6, 2019	February 8, 2021
Quiz 1	September 13, 2019	Sept. 13, 2019	February 4, 2021
Quiz 2	September 26, 201	Oct. 2, 2019	Feb. 25, 2021
Quiz 3	Oct. 16, 2019	Oct. 24, 2019	March 10, 2021
Last day to Withdraw	November 1, 2019	March 27, 2020	March 26, 2021
Quiz 4	November 11, 2019	Dec.4, 2019	March 24, 2021
Final Project	December 9, 2019	April 7, 2018	April 23, 2021