

**Course Outline**

**COURSE:** MCTV 17A      **DIVISION:** 10      **ALSO LISTED AS:** THEA 17A

**TERM EFFECTIVE:** Fall 2018      **CURRICULUM APPROVAL DATE:** 11/27/2017

**SHORT TITLE:** TV/VIDEO WORKSHOP

**LONG TITLE:** Television and Video Workshop

Units	Number of Weeks		Contact Hours/Week		Total Contact Hours
3	18	Lecture:	2	Lecture:	36
		Lab:	3	Lab:	54
		Other:	0	Other:	0
		Total:	5	Total:	90

**COURSE DESCRIPTION:**

Introduction to theory, terminology and operation of a multi-camera television studio and control room. Including: production, studio signal flow, directing, camera theory and operation, audio equipment set-up, switcher operation, fundamentals of lighting, graphics, video control and recording and live video production. This course is also listed as THEA 17A.

**PREREQUISITES:**

**COREQUISITES:**

**CREDIT STATUS:** D - Credit - Degree Applicable

**GRADING MODES**

L - Standard Letter Grade

**REPEATABILITY:** N - Course may not be repeated

**SCHEDULE TYPES:**

- 02 - Lecture and/or discussion
- 03 - Lecture/Laboratory
- 04 - Laboratory/Studio/Activity
- 047 - Laboratory - LEH 0.7

**STUDENT LEARNING OUTCOMES:**

1. Identify and use specific television studio and control room terms, equipment, and processes.

Measure of assessment: Quizzes, journal and oral presentation, Studio production projects

Year assessed, or planned year of assessment: 2019

2. Use and explain standard script formats and rundowns for Television Studio Productions

Measure of assessment: Weekly lab productions, journal entry, quizzes

Year assessed, or planned year of assessment: 2019

3. Manage and organize fundamental details for a studio production taping: live or live to tape.

Measure of assessment: Weekly practical lab production, journal entry, oral discussions, practical tests.

Year assessed, or planned year of assessment: 2019

4. Plan and participate in a video production crew in a studio or control room.

Measure of assessment: Studio Production projects, journal entry, oral critique/discussion,

## **CONTENT, STUDENT PERFORMANCE OBJECTIVES, OUT-OF-CLASS ASSIGNMENTS**

Curriculum Approval Date: 11/27/2017

### **WEEK 1 5 HOURS**

Orientation to Television Studio operations and processes

Techniques & Disciplines of a television crew: Below the Line and above the line roles and responsibilities.

Television Production Approaches and standards.

Identify and Describe excellent production values in television programming.

-Objectives:

Use television industry terminology.

Recognize the roles and responsibilities of television production personnel.

Employ and describe safety standards using studio or field cameras.

Recognize the process of small format television production.

Articulate elements of television production excellence.

-Assignments:

Read corresponding Chapters as required.

Research current television programming.

Journal Entry

Begin television viewing diary.

Review notes.

Write a description of excellence in television programming.

### **WEEK 2 5 HOURS**

The Television production studio and the Crew

Introduction to the technology involved in the production process.

The Audio system: Signal Flow and Technical Control

Audio Equipment Creative Production Techniques

Taping an in studio interview.

-Objectives:

Use and describe equipment operations in a studio control room.

Identify and use studio and field cameras.

Define and use audio equipment for playback and recording.

Use and apply a microphone.

Operate effectively on a production team.

-Assignment:

Read corresponding Chapters as required.

Review notes.

Journal Entry

Continue television viewing diary.

WEEK 3 5 HOURS

TV Lighting Equipment, Studio Lighting & Camera Techniques

Flat & Cameo Lighting: Three point lighting: Key, fill & backlighting

Camera Operations and Production Techniques

The Role of the Floor Director

-Objectives:

Use and Describe lighting for a variety of television scenarios.

Identify and use camera movements for studio production.

Employ the rule of thirds in framing.

Use and employ hand and arm signals as a floor director.

-Assignment:

Read corresponding Chapters as required.

Review notes and practice hand and arm signals.

Journal Entry

Continue television viewing diary and critiques.

WEEK 4 5 HOURS

Control Room operations: Image control

The switcher: Disciplines of the Technical Director, tape operator,

character generator and teleprompter

Objectives:

Use and identify: Camera monitors, program and preview.

Describe and employ a basic television switcher.

Use and format a teleprompter.

Describe and input a tape recorder and character generator.

Perform the role of the Technical director.

Identify and use a character generator.

Assignments:

Read corresponding Chapters.

Review handouts and notes.

Prepare for test.

Design a graphic for the character generator.

Write a public service announcement for the teleprompter.

WEEK 5 5 HOURS

Pre-production planning a Live to Tape program

Scripting and rundown for a live to tape interview, Talk Show or New segment.

Objectives:

-Practice script writing formats.

Write a treatment for a television segment.

Write a two-column script.

-Assignments:

Read corresponding Chapters

Review handouts and notes.

Write a treatment for a PSA or commercial.

Journal entries.

WEEK 6,7 10 HOURS

Project #1: Write and produce a 60 second commercial or PSA

-Objectives:

Write a script for production.

Perform as a member of a production crew.

Apply knowledge and demonstrate confidence in setting up light, audio, cameras and directing talent during a scripted production.

-Assignment:

Read corresponding Chapters.

Review handouts and notes.

Write an evaluation of the completed project.

Write a treatment for project #2.

WEEK 8,9,10 15 HOURS

Project #2: Writing and Directing a Talk or New Show

Producing "live to tape"

Objectives:

Write an original script or rundown.

Operate skillfully in the capacity of a crew member on a live taping.

Demonstrate comprehension of video production techniques in a variety of assigned roles on the studio floor or control room.

-Assignment:

Read corresponding Chapters.

Review handouts and notes.

Read treatments as assigned

Write script as assigned.

Meet with production team members.

Journal Entry.

WEEK 11,12,13 15 HOURS

Project #3: Documentary Programming and Field Production

Participation in a field production/ location project. Use post production to create a completed project.

-Objectives:

Employ and use a site survey for a location shoot.

Use performance releases.

Schedule a production crew for a location shoot.

-Assignment:

Read handouts and notes.

Read corresponding chapters.

Write script as assigned.

Write a post evaluation of previous project.

Make journal entries.

Complete editing of project for class evaluation and feedback.

Write treatment for final project

WEEK 14,15,16 15 HOURS

Pre-production, production and post-production of final video workshop project.

Participation and production of an ensemble project.

Objectives:

Demonstrate confidence and skill in using studio production equipment and controls.

Integrate post production technology to complete a final project.

Employ the highest production values in completing a video project.

Assignments:

Write script as required

Review handouts and notes.

Write evaluation of previous project.

Journal entries

Complete television programming critiques.

WEEK 17 5 HOURS

Final Project Festival:

Review and critique all final projects.

-Objectives:

Employ television terminology correctly in evaluating project.

Demonstrate confidence and skill in operating television equipment and controls.

Use the highest production values in creating a video project.

-Assignments:

Write a final project evaluation.

Review notes and handouts.

Review chapters.

Complete entries in journal.

WEEK 18 2 HOURS

Final Examination

Included in "Content".

### **METHODS OF INSTRUCTION:**

Lecture demonstration. Class discussion and "hands on" participation in studio or remote production projects. Viewing and critical evaluation of existing television and video programming.

### **OUT OF CLASS ASSIGNMENTS:**

Required Outside Hours: 72

Assignment Description: Create video projects in and out of the TV studio.

### **METHODS OF EVALUATION:**

Writing assignments

Percent of total grade: 40.00 %

40% - 45% Written homework; Term papers; Other: Critiques, scripts and journal

Skill demonstrations

Percent of total grade: 55.00 %

55% - 60% Class performance; Other: Video projects, operating TV equipment & controls

### **REPRESENTATIVE TEXTBOOKS:**

Required Representative Textbooks

Phillip L. Harris. Required: , Production & Broadcast Journalism. New York: Goodheart Willcox Pub,2011.

ISBN: 978-1605253510

Reading Level of Text, Grade: 13 Verified by: Grant Richards

## **ARTICULATION and CERTIFICATE INFORMATION**

Associate Degree:

CSU GE:

IGETC:

CSU TRANSFER:

Transferable CSU, effective 200870

UC TRANSFER:

Not Transferable

## **SUPPLEMENTAL DATA:**

Basic Skills: N

Classification: Y

Noncredit Category: Y

Cooperative Education:

Program Status: 1 Program Applicable

Special Class Status: N

CAN:

CAN Sequence:

CSU Crosswalk Course Department: MCTV

CSU Crosswalk Course Number: 17A

Prior to College Level: Y

Non Credit Enhanced Funding: N

Funding Agency Code: Y

In-Service: N

Occupational Course: D

Maximum Hours:

Minimum Hours:

Course Control Number: CCC000456137

Sports/Physical Education Course: N

Taxonomy of Program: 061000