

**PELLISSIPPI STATE COMMUNITY COLLEGE  
MASTER SYLLABUS**

**CAMPUS BROADCAST III: ELECTRONIC FIELD PRODUCTION  
VPT 2500**

**Class Hours: 4.0**

**Credit Hours: 3.0**

**Laboratory Hours: 0.0**

**Date Revised: Fall 2017**

\*This course is not designed for transfer credit.

**Catalog Course Description**

Electronic field production (EFP) course, which the students will develop story ideas, write scripts, conduct and record video interviews, and edit news packages for the Pellissippi State video news magazine. Emphasis will be placed on establishing high production values, working to deadlines and with a team.

**Prerequisites**

VPT 1500

**Textbook(s) and Other Course Materials**

Recommended - Zettl-*Television Production Handbook (latest ed.)* Handouts as needed.

**Week/Unit/Topic**

Week Topic

- 1 Discuss syllabus and desired outcomes of this course. Groups chosen. Programs discussed and selected. Production Secretary assigned. Instructor approval required. Working scripts and storyboards for program one written and turned in for approval. Shooting begun.
- 2 Shooting of ENG segments for program one continues with 2500 performing tasks as directed by the 2910 students. The VPT 2910 students act as producer and assignment editors. Topic: Story assignments
- 3 Shooting continues. Topic: ENG shoots
- 4 Some 2500 students will be editing this week while other 2500 students will spend time working with the 2910. This will be the time to determine individual competencies of both 2500 and 2910 students and then work on these problems. Raw footage reviewed by instructor. Topic: Editing and shooting
- 5 Same as week five. Students will be working on different production elements such as:
  - a. how to communicate with a crew
  - b. how to meet deadlines
  - c. how to develop a good concept and script
  - d. how to do interviews
  - e. how to set up good lighting for ENG
  - f. how to set up a location shoot
  - g. how to time a segment

- h. how to work with an assignment editor
- i. how to call shots as a director (correct way)
- j. how to find a story and develop it
- k. know how to do a run down sheet
- l. how to record and monitor good field audio
- m. and any other elements of importance that it takes to become a good field producer.

Topic : Communication

- 6 Rough draft for program one to be reviewed by instructor and group. Corrections discussed. Proposal for program two turned in for approval by instructor. Topic: Communication and results
- 7 Discuss syllabus and desired outcomes of this course. Groups chosen. Programs discussed and selected. Production Secretary assigned. Instructor approval required. Working scripts and storyboards for program one written and turned in for approval. Shooting begun.
- 8 Program one to be finished and turned in. All paperwork associated with program one to be included. Program two working script and storyboards turned in for approval by instructor.  
Topic: Same as last class
- 9 Shooting for program two begun. Topic: Continues from last week
- 10 Shooting continues. Topic: Review stories
- 11 VPT 2500 and 2910 students will continue with stories, scripts, shooting and editing segments for program two. Topic: Work continues
- 12 Program two's raw footage is reviewed by instructor and approved. Continue editing and creating segments Topic: Work on finishing programs
- 13 Rough draft of program two reviewed by instructor and group. Corrections discussed.  
Topic: Same
- 14 The final version of program two finished and turned in. All paperwork completed and included with program two. Topic: All segments and program will be finished
- 15 Program one to be finished and turned in. All paperwork associated with program one to be included. Program two working script and storyboards turned in for approval by instructor. Topic: Same as last class

### Course Goals

NOTE: Roman numerals after course objectives reference goals of the VPT program

The course will

- A. Guide students toward participating in a team-oriented attitude by sharing in responsibility and outcome of group project(s). V
- B. Extend student knowledge by doing research, writing and
- C. producing news and feature stories for live broadcast. I, II, IV
- D. Expand student understanding by performing all technical aspects of news format live-to tape electronic news-gathering (ENG) and feature news stories. I, II, IV

## Expected Student Learning Outcomes

NOTE: Capital letters after Expected Student Learning Outcomes reference the course goals listed above.

The student will

1. Organize, research and write short news and feature stories for television reporting. A, B, C
2. Operate typical electronic newsgathering technology, shoot, mic and record and edit video news and/or feature stories. A, B, C
3. Practice functioning as an integral part of EFP video production unit alternately, as a videographer, sound person, editor and producer. A, B, C
4. Apply the production techniques of television into production ready scripts. B,C
5. Produce a magazine format feature news program. A, B, C

## Evaluation

Testing Procedures: N/A

Laboratory Expectations: 50% of grade

Participation as a crew member of the video production unit and responsibility for conducting the job assigned for the production of program segments (of a larger class production) will constitute the basis for determining 50% of the student's grade.

Field Work: 40% of grade

The following four areas will combine to determine 40% of the grade:

1. Completion of written assignments on time
2. In class, shoot, and editing session attendance, participation and in-class writing
3. Effort, growth, dedication, perseverance
4. Participation at shoots, during editing sessions, and ability to work with all crewmembers are a major consideration of grade.

Other Evaluation Methods: 10% of grade

The last 10% will be based on any other production aspect of this class. To insure satisfactory grade, it may be important for some students to compensate for non-participation of other students in order to satisfy the production requirements.

Grading Scale

90 – 100	A
80 – 89	B
70 – 79	C
60 – 69	D
below 60	F

## Policies

Attendance Policy

Pellissippi State expects students to attend all scheduled instructional activities. As a minimum, students in all courses (excluding distance learning courses) must be present for at least 75 percent of their scheduled class and laboratory meetings in order to receive credit for the course. Individual departments/programs/disciplines, with the approval of the vice president of Academic Affairs, may have requirements that are more stringent. In very

specific circumstances, an appeal of the policy may be addressed to the head of the department in which the course was taken. If further action is warranted, the appeal may be addressed to the vice president of Academic Affairs.

### Academic Dishonesty

Academic misconduct committed either directly or indirectly by an individual or group is subject to disciplinary action. Prohibited activities include but are not limited to the following practices:

- Cheating, including but not limited to unauthorized assistance from material, people, or devices when taking a test, quiz, or examination; writing papers or reports; solving problems; or completing academic assignments.
- Plagiarism, including but not limited to paraphrasing, summarizing, or directly quoting published or unpublished work of another person, including online or computerized services, without proper documentation of the original source.
- Purchasing or otherwise obtaining prewritten essays, research papers, or materials prepared by another person or agency that sells term papers or other academic materials to be presented as one's own work.
- Taking an exam for another student.
- Providing others with information and/or answers regarding exams, quizzes, homework or other classroom assignments unless explicitly authorized by the instructor.
- Any of the above occurring within the Web or distance learning environment.

Please see the Pellissippi State Policies and Procedures Manual, Policy 04:02:00 Academic/Classroom Conduct and Disciplinary Sanctions for the complete policy.

### Accommodations for disabilities

Students that need accommodations because of a disability, have emergency medical information to share, or need special arrangements in case the building must be evacuated should inform the instructor immediately, privately after class or in her or his office. Students must present a current accommodation plan from a staff member in Disability Services (DS) in order to receive accommodations in this course. [Disability Services](#) (<http://www.pstcc.edu/sswd/>) may be contacted via [Disability Services email](#) or by visiting Alexander 130.

### Other Policies

Any act of misuse, vandalism, malicious or unwarranted damage or destruction, defacing, disfiguring, or unauthorized use of property/equipment belonging to Pellissippi State is subject to disciplinary sanction.

No handheld media devices or laptops are allowed in class unless otherwise noted. Students will receive a warning; a second infringement will result in an absence for the class.

No gaming, using Facebook, texting or instant messaging will be tolerated on any VPT campus workstations during class.

Anyone caught using the class computers for any of these activities during class time will receive a "Computer Absence" meaning your workstation and therefore, your attention, is absent from the class. These will be treated the same as a Tardy violation, meaning three computer absences will result in a actual recorded full absence and possibly effecting your

grade