

**PELLISSIPPI STATE COMMUNITY COLLEGE
MASTER SYLLABUS**

**CAPSTONE PROJECT
VPT 2770**

Class Hours: 3.0

Credit Hours: 3.0

Laboratory Hours: 0.0

Date Revised: Fall 2017

Catalog Course Description

An advanced project course focusing on producing a project from idea to broadcast. This production is an opportunity to showcase skills and to offer an individualized expression in an area of interest. The course guides each student to be responsible for the creation of an idea and to show proficiency in following that idea through all stages of production to broadcast.

Prerequisites

None

Textbook(s) and Other Course Materials

Documentary For The Small Screen by Paul Kriwaczek. An example of documentaries and it is strongly advised that student utilize textbooks required from previous VPT classes and equipment operations manuals for reference.

Week/Unit/Topic

Week	Topic
1	Discuss syllabus and outcome expected of this course. Define and discuss project requirements and establish project milestones and dates.
2	Concepts, treatments, and production schedules reviewed.
3	Concepts due and talk about the journals they are to be keeping.
4	Treatments due. Establish production teams if needed.
5-8	Pre-production and production continue.
9	Production phase complete.
10-12	Post- production
13	All projects completed by end of week.
14	Project review and critique.
15	Final Exam

Course Goals

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

The course will

- A. Employ project management skills. I, IV, V
- B. Demonstrate working knowledge of principles of audience analysis, design of program objectives, and program evaluations. I, III, IV, V
- C. Demonstrate ability to apply accepted aesthetic conventions to completed work. I, III, V
- D. Demonstrate high degree of technical mastery. IV, V
- E. Demonstrate willingness and ability to meet deadline requirements. II, V
- F. Design and create a compelling video documentary. I, IV, V

Expected Student Learning Outcomes

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

The student will

- 1. Develop and implement detailed production plan. A, D
- 2. Demonstrate effective use of time and resources within deadline parameters. E
- 3. Organize and direct a production team. B, D
- 4. Define audience in terms of demographics and needs to be addressed in terms of specific communication objectives. B
- 5. Design and implement evaluation tool. B, D
- 6. Identify and employ techniques that lead to the establishment of high production values in the finished video project. B, D
- 7. Demonstrate awareness and willingness to meet project deadlines and milestones. E
- 8. Operate a non-linear editing system. D
- 9. Identify and employ techniques which lead to the establishment of high production values in the completed video project, i.e., well manages and motivated audio, lighting, visual composition, edit pacing, etc. B, C

Evaluation

Testing Procedures: N/A

Laboratory Expectations: 60% of grade

Lab and production work should be accomplished during scheduled class periods. Scheduling lab and production work at other times should be in addition to, not in lieu of, regularly scheduled class times.

Field Work: 40% of grade

Several criteria have been established for successful completion of this class. The correlation between the message intended for the chosen audience and the actual perceived message would be considered. Attention to technical detail

will merit significant consideration. Organizational skills and project management skills will be assessed. Finally, achievement of production milestones will provide a foundation for the successful completion of the course.

Other Evaluation Methods: N/A

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.

VPT Program

The VPT program believes a more stringent requirement is realistic because of the contractual commitment made by the College with local area employers. Therefore, to successfully complete VPT courses, students must attend at least 85% of classes. To be considered “in attendance”, students are expected to be in class at the scheduled starting time for that class. Students will be considered “tardy” from that time until 10 minutes after the scheduled starting time. Three such “tardies” shall constitute an “absence”. Students arriving any time after 10 minutes beyond the scheduled time for a class will be considered “absent”.

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