

PELLISSIPPI STATE TECHNICAL COMMUNITY COLLEGE
MASTER SYLLABUS

**INTRODUCTION TO DESKTOP VIDEO/AUDIO
VPT 1030**

Class Hours: 3.0

Credit Hours: 3.0

**Laboratory
Hours: 0.0**

Date Revised: Fall 1998

Catalog Course Description:

Introductory course for students taking courses in the Video Production Technology program (required for majors). Basic desktop computer operating systems, hardware, networking and production and post production applications will be covered. Digital audio and video files will be created and manipulated.

Entry Level Standards:

Student should be able to type a minimum of 25 words per minute.

Prerequisites/Corequisites: None

Textbook(s) and Other Reference Materials Basic to the Course:

Textbooks are currently being reviewed.

I. Week/Unit/Topic Basis:

Week	Topic
1	Intro to the course, policies, equipment, hardware, and software; expected learning outcomes
2	How a computer works--Video presentation
3	Operating systems--Mac vs. PC
4	File formats and mass storage--InSync and Speedrazor
5	Editing projects--Speedrazor
6	Applications in Pre-production, production, and Post-production
7	Word processing for scripting
8	Dual column--word processing; Mid term Exam
9	Multi-function workstations--Toaster and Trinity
10	Effects and paint functions--Speedrazor
11	In class--effects and paint
12	Other graphics functions (2D)

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| 13 | In class--2D graphics |
| 14 | 3D graphics systems--preparation for Studio Max 3D |
| 15 | Creating and manipulating digital images in other applications; importing images to video editing software |
| 16 | Final Exam |

II. Course Objectives*:

- A. Understand the basic operation system of the desktop computer, the operating system software and other VPT specific applications. I, II
- B. Perform VPT specific computer applications and their basic functions. I, II
- C. Demonstrate how to use peripheral devices unique to desktop video/audio production and post production. I, II
- D. Understand and explain different file types for specific applications. I, II, III
- E. Understand networking functions to move data. I, II
- F. Understand "cross platform" integration and file conversion technology. I, II

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

III. Instructional Processes*:

Students will:

- 1. View videotapes which illustrate the internal hardware of a desktop computing system and participate in classroom discussions about what they have observed. *Communication Outcome, Technological Literacy Outcome, Active Learning Strategy, Transitional Strategy*
- 2. Be assigned to a workstation and negotiate through the operating system software by following the instructor's demonstrations. *Communication Outcome, Technological Literacy Outcome*
- 3. Participate in discussions about production related processes that can be enhanced by the utilization of computer usage. *Communication Outcome, Active Learning Strategy, Transitional Strategy*
- 4. Internalize a work ethic appropriate to the field of production by regularly attending class, being punctual and dependable, and focus on developing teamwork skills. *Communication Outcome, Personal Development Outcome, Transitional Strategy*

*Strategies and outcomes listed after instructional processes reference Pellissippi State's goals for strengthening general education knowledge and skills, connecting coursework to experiences beyond the classroom, and encouraging students to take active and responsible roles in the educational process.

IV. Expectations for Student Performance*:

Upon successful completion of this course, the student should be able to:

- 1. Demonstrate an understanding of computer specific terminology by using the terminology in class discussions and written tests. A,D
- 2. Boot up a CPU and launch it's operating system. A

3. Launch several VPT specific applications and perform basic operations therein. B
4. Use a digital video application to capture and edit simple visual sequences. A,C,D
5. Utilize an interactive CD-ROM to develop skills necessary to negotiate interactive media. C,D
6. Use a digital audio application to create, import, manipulate (digitally process) and edit sound files. C,D,F
7. Use word processing software to transcribe written script material. A,F
8. Use digital image processing software to manipulate a photographic image. A,D,F
9. Use network technology to move files from one computer to another. E
10. Observe demonstrations of specific applications and how to negotiate through the software. A
11. Utilize specific applications to capture and edit digital video and audio, manipulate digital images. A,D

*Letters after performance expectations reference the course objectives listed above.

V. Evaluation:

A. Testing Procedures: 80% of grade

Students will be given several "hands on" in class proficiency assignments in which they will demonstrate their understanding of how to use computer functions and applications.

In addition, several comprehensive written tests, including a midterm and final, will be given. The tests will cover some or all of the following:

- computer specific terminology
- computer applications in the production environment
- different types of file formats that are specific to the applications used in the production environment
- hardware and peripherals necessary for desktop video

B. Laboratory Expectations: 20% of grade

Participation in class discussions and activities will be extremely important if the student is to "keep up" in this class. For that reason, 20% of the grade will depend on the students in class participation.

VI. Policies:

Attendance Policy:

College policy states that any student who misses more than 25% of regular class meetings shall receive a grade of "F" for the course. This includes both excused and unexcused absences. The VPT program observes a more stringent policy because it is a career technical program which is designed to prepare students for the workplace. An addendum to this syllabus is attached which explains the VPT attendance policy.