

Instructor: Billy Alonzo

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Semester: Fall Semester 2017

**Office hours:** Mon & Wed.: 9am -10:30am, 1:15pm – 4pm  
Tue & Thur.: 11am- 12noon, and 1:15 – 2:15  
Friday: 9:30 – 12:00 noon, or by appt.

Class: COMM 1336.001 Video Production I

Lab: You will have additional work outside of class

Class meets: Monday & Wednesday: 11:00 – 12:15pm

### General Information

Textbook: The textbooks we will use are “How to Shoot Video that Doesn’t Suck” and “Shut Up and Shoot”. I will have additional handouts and notes in class. Keep up with the handouts and notes because some of the information for the exams will come from and will help you when working on projects. You will also be assigned some videos to watch on YouTube and other sites.

Attendance Policy: The attendance policy in this class will be enforced. Students will begin the semester with 100 points for the semester for attendance. After 2 absences (excused or non-excused) from the class 5 points will be deducted from the 100points for each absence thereafter. **After the 5<sup>th</sup> absence a student cannot pass this class.**

On December 4th students will be informed in class if they are exempted from the in-class written portion of the Final Exam if the student has meets the following:

1. Student has a grade of an A with 2 (two) or less absences
2. Student has a grade of a B with 1 (one) or less absence
3. Student has a grade of a C with 0 (zero) absences

Grade Determination: The student’s grade will be determined on the basis of their performance in class. It will include class attendance, in-class participation, quizzes, exams, and projects. Each activity will be weighted as follows:

Attendance/Participation		100 Points
Handouts (5)	20	100 points
Exam (3)	100	300 points
Quizzes (5)	20	100 points
Projects (2)		200 points
<u>Final Project</u>		<u>200 points</u>
Total Points		1000 points

**Projects will NOT be accepted late.** If you miss an exam you will have to take the in class written Final Exam. I will have your class average through out the semester.

This is a communications and video class but I do not want students using cell phones during class or listening to music in class. Leave your Ipod/Mp3 players in your car or dorm room. I will ask nicely once to put it up after that I will take them up and return them at the end of class. All I ask is for respect in class of me and others in class. This is a learning environment not a place to enjoy your entertainment.

If you notice on your schedule a LAB is indicated and it is Arranged meaning that you will work on projects outside of class time. There is some outside of class time commitment for this class especially after the first couple of weeks. So the excuse “I do not have time to work on the project” will not be accepted.

**Purpose of the course:** This course will provide students with a general knowledge of the fundamentals of television production and the process of operating television and video equipment. Students will learn the process of planning for a television or video production. They will learn the pre-production, production, and post-production stages of videoing an event. The student will gain knowledge in operating field cameras, studio cameras, video machines, non-linear editing, basic lighting, audio for video, and computer-generated graphics. The student will understand how to tell a story visually.

**Course objective:** Upon successful completion of this course, the student will be able to demonstrate a working knowledge of the equipment used for video production in a studio or out in the field. The student will also have knowledge of the terminology used in the television and video industry, and the process of producing quality video productions.

In this class you will learn the following:

1.
  - A. Video/Television Studio equipment
  - B. Terms used in studio setting
  - C. Studio cameras, studio audio, microphones, video switcher, etc.
  - D. Work on various studio sets used in video
  - E. We will air 3 live programs this semester
  
2.
  - A. Learn to use field (single camera) production
  - B. Mobile lighting
  - C. Field audio recording
  - D. Post production
  
3.
  - A. Pre and Post Production
  - A. Preparing for a video production, script, audience, equipment
  - B. Posting and editing a video, graphics, and music
  - C. How will people see the video, online, DVD, etc.

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Special Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Special Services Coordinator. For more information, call or visit the Special Services Office in the Student Services building, or call 894-9611 ext. 2529 or the Counseling Center at ext 2366.

**Diversity Statement:**

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

**Campus Concealed Carry syllabus statement:**

Campus Concealed Carry - Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun.

Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at:

([http://www.southplainscollege.edu/human\\_resources/policy\\_procedure/hhc.php](http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php))

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.