

**Syllabus:** TV Production Workshop I

**Course Number:** RTVB 2337

**Semester & Year:** All

### **Instructor Information**

Name: Charles Aldridge  
Office: TigerVision Studio  
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Office Hours: 11:03 – 1:14

### **Textbook Information**

Video Communication & Production, ISBN 1-56637-798-6, Jim Stinson

### **Student Learning Outcomes for the Course**

- Develop a production schedule including resource and personnel management.
- Produce video content suitable for broadcast and emerging technologies.

### **Student Requirements for Completion of the Course and Due Dates**

Grades will be determined from a composite of the following: daily papers; notebooks; quizzes; homework assignments; teacher observations of participation, skills, demonstrations, or performances; short compositions; unit, chapter, or skills tests; projects; major reports/compositions; journals; and portfolios. Students will be required to perform a number of reporting (field) assignments, as assigned. The required # varies each 6 weeks. These assignments are extra-curricular (outside normal class time).

### **Student Assessment**

Students daily work = 50%

Students Tests & Reporting Assignments = 50%

### **Grading Scale**

## **Grade**

**A**

90-100

**B**

80-89

**C**

70-79

**D**

60-69

**F**

59-below

## **Class Schedule**

Refer to high School schedule

## **Attendance Policy**

To receive credit or a final grade in a class, a student must attend at least 90 percent of the days the class is offered. A student who attends at least 75 percent but fewer than 90 percent of the days the class is offered may receive credit or a final grade for the class if he or she completes a plan approved by the principal that allows the student to fulfill the instructional requirements for the class.

## **Make-up Policy**

Students will make up assignments and performance assessments after absences with the following requirements. If the assignment was made prior to the student's absence, the assignment will be due the first day that the student returns to the campus. If the assignment was made during the student's absence, the student will have the same number of days to complete the work as other students had who were present on the day that the assignment was made.

## **Academic Dishonesty Policy**

Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism, collusion, or falsification of records will make the student liable for disciplinary action after being investigated by the Dean of Students. Proven violations of this nature will result in the student being dropped from the class with an "F".

This policy applies campus wide, including TC Testing Center, as well as off-campus classroom or lab sites, including dual credit campuses. This information can be found in

the College Catalog/Student Handbook at <http://www.texarkanacollege.edu/wp-content/uploads/2012/10/2013-2014-Texarkana-College-Catalog.pdf>.

**Disability Act Statement:**

Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Larry Andrews at 903.823.3283, or go by the Recruitment, Advisement, and Retention Department located in the Administration building for personal assistance.

If you have an accommodation letter from their office indicating that you have a disability which requires academic accommodations, please present it to me so we can discuss the accommodations that you might need for this class. *It is best to request these changes at the beginning if not before the start of class* so there is ample time to make the accommodations.

**Financial Aid: (Dual credit students do not qualify for Financial Aid. This statement still needs to be included on the syllabus.)**

**Attention!** Dropping this class may affect your funding in a negative way! You could owe money to the college and/or federal government. Please check with the Financial Aid office before making a decision.