

## General

Welcome to Broadcast Production! This class is designed to make you use the **fundamental** skills from **Comill 150** in 1,01, and more demanding ways, forcing you to develop creative solutions to problems with strict parameters. You will have weekly assignments, each focusing in a specific element of production. If this seems daunting, keep in mind that as a professional, you may be required to produce multiple projects daily.

This semester poses some unique challenges. The Communication **department** has been awarded several sizeable grants, but the monies are not in pocket yet. As funds become available, new equipment will be added, and new projects **developed** to incorporate these changes. This makes it impossible to list and schedule the semester's workload in advance.

There will be no written exams. Your textbook, although somewhat dated, is an **excellent** reference. I strongly encourage you to purchase it and retain it for the years to come.

## Attendance, daily grades, and due dates

Attendance is important since many class periods will be dedicated to practical exercises. There can be no makeup **daily grades awarded** in this fashion. With a University approved excuse, the points for missed in-class exercises will be **waived**.

Projects are due at the beginning of the class period. Anything submitted later will be subject to a 25% reduction in grade. Only a University approved excuse covering 2 or more days will negate this penalty, and then the due date will be **extended** the duration of the excuse.

## Grading

Grades will follow a 10% spread. All assignments carry a point value. Your grade will reflect the percentage of possible points you achieved.

Projects will fall into 2 categories: production and **written**. Production-based assignments are those involving use of the production equipment, and may include scripts. All paperwork, with the exception of storyboards, must be typed on **standard** 8 1/2 x 11 paper. Handwritten materials will not be accepted.

Extra credit will be made available on certain assignments. For additional extra credit, you may **complete** an extra production or one additional written assignment.

## Materials

In addition to your text and note-taking supplies, you'll need a variety of videotapes throughout the semester. At least 2 full-length VHS cassettes will be needed. Additional tapes of different formats may be required as new **equipment** arrives. Make sure that submitted productions are clearly labeled externally, and clearly slated internally.

## Field Trips

Throughout the semester I will endeavor to organize **field trips** to locations of interest. These will usually fall outside of class time, so attendance is not required. I strongly encourage you to **participate**, however. Extra credit may be **available**.

## Equipment Use

As always, there are more students than cameras. Cameras must be checked out through the AV department, c/o **Downey** (x746). You may check out cameras for no more than 2 working days within one week. Anyone retaining a camera for longer will lose points per day.

**The Lab** will be available to you 24/7. Security will have a list of authorized students and instructions to **inform** them. **is** you see someone not in this class making use of the Lab, **inform** Security or Tom Galli at once.