

Syllabus for
TVF 216—Workshop: Production Experience
1-3 Credit Hours
Fall 2015

I. COURSE DESCRIPTION

This course provides experience in producing a variety of television programs. Students with the approval of the instructor can work as a production team on class projects or at approved television production venues. (May be repeated for credit.)

Prerequisites: TVF 228 or 231 or consent of instructor.

Course fee: \$40

Several areas are available to the student. They may include working for the chapel TV tapings, or class production projects, all of which are designated with the instructor's approval only.

II. COURSE GOALS

Through the practical experience in this course, the student will gain sharpened TV production skills and the ability to critically assess TV production work. Emphasis is placed on skill development in the specific areas of news photography, video editing, and studio program production.

The general course design is intended to promote experience for the TV student in a designated group or individual project.

TVF 216 is offered as a companion workshop to JRN 215, Workshop: Newsgathering. TVF 216 deals with the studio production and videotaping of the program created by JRN 215. Additional productions may be added by the professor at his discretion.

The course integrates important concepts embodied in the Whole Person Concept and explores how their implementation can improve student professional performance. In parallel, the course explores the relationship of the Whole Person Concept to television production and how it can be applied to benefit mankind and minister to people.

III. STUDENT LEARNING OUTCOMES FOR THIS COURSE

Upon successful completion of this course, the student will be able to do the following:

- A. Demonstrate production skill in supervised class projects.
- B. Critique production procedures and practices.
- C. Describe the production process as it relates to a variety of formats.
- D. Explain how the ORU Whole Person Concept is relevant to television production.

IV. TEXTBOOKS AND OTHER LEARNING RESOURCES

Required Materials

Textbooks: None

V. POLICIES AND PROCEDURES

A. University Policies and Procedures

1. Attendance at each class or laboratory is mandatory at Oral Roberts University. Excessive absences can reduce a student's grade or deny credit for the course.
2. Students taking a late exam because of an unauthorized absence are charged a late exam fee.
3. Students and faculty at Oral Roberts University must adhere to all laws addressing the ethical use of others' materials, whether it is in the form of print, electronic, video, multimedia, or computer software. Plagiarism and other forms of cheating involve both lying and stealing and are violations of ORU's Honor Code: "I will not cheat or plagiarize; I will do my own academic work and will not inappropriately collaborate with other students on assignments." Plagiarism is usually defined as copying someone else's ideas, words, or sentence structure and submitting them as one's own. Other forms of academic dishonesty include (but are not limited to) the following:
 - a. Submitting another's work as one's own or colluding with someone else and submitting that work as though it were his or hers;
 - b. Failing to meet group assignment or project requirements while claiming to have done so;
 - c. Failing to cite sources used in a paper;
 - d. Creating results for experiments, observations, interviews, or projects that were not done;
 - e. Receiving or giving unauthorized help on assignments.By submitting an assignment in any form, the student gives permission for the assignment to be checked for plagiarism, either by submitting the work for electronic verification or by other means. Penalties for any of the above infractions may result in disciplinary action including failing the assignment or failing the course or expulsion from the University, as determined by department and University guidelines.
4. Final exams cannot be given before their scheduled times. Students need to check the final exam schedule before planning return flights or other events at the end of the semester.
5. Students are to be in compliance with University, school, and departmental policies regarding the Whole Person Assessment requirements. Students should consult the Whole Person Assessment handbooks for requirements regarding general education and the students' major.
 - a. The penalty for not submitting electronically or for incorrectly submitting an artifact is a zero for that assignment.
 - b. By submitting an assignment, the student gives permission for the assignment to be assessed electronically.

B. Department Policies and Procedures

1. **Attendance**—At Oral Roberts University, students are expected to attend all classes. Understanding that there are sometimes unavoidable circumstances that prevent perfect attendance, each student is allowed to miss class the number of times per week a class meets. This allowance is for illness, personal business, and personal emergency. Students may consider this personal days or sick leave. If a student has absences in excess of this number, the earned grade for the course will be reduced one letter grade for each hour's absence above those allowed. A student missing class due to illness must take an unexcused absence. Extended illnesses are handled on an individual basis and require a doctor's excuse.
2. **Administratively Excused Absences**—Students who must miss class for University sponsored activities must follow these procedures:
 - a. Inform the professor before the event.
 - b. Arrange to complete missed work within one week.
 - c. Not commit to class performances (oral reports, speeches, television tapings, group presentations, etc.) on a date the student will be gone. Makeup work is not permitted if the student voluntarily commits to a performance on the date of an administratively excused absence.
 - d. Present an excuse, signed by the Dean of Arts and Cultural Studies, the day the student returns.
3. **Tardies**—Tardies are an inconvenience to the other class members and the professor, and they prevent the late student from obtaining maximum value from the class. Therefore, tardies are calculated in the attendance provision for this course. Two tardies equal one absence and are included in the absences when determining the course grade. It is to the student's advantage to make sure that the professor is informed immediately following the close of the class that the student was tardy and not absent. It is not the professor's responsibility to stop the class to mark the student late; the student is the one responsible to convey that information following that class. Students should not expect to be credible the following class session concerning a late arrival on a previous day.
4. **Late Work**—The student is responsible for obtaining class assignments and material covered during an absence. All work must be completed as scheduled. An absence is not an excuse for turning in late work or for being unprepared with assignments for the class following the absence. If late work is accepted, a substantial penalty will be assessed. WORK TURNED IN LATER THAN 48 HOURS FROM DUE DATE WILL RECEIVE NO CREDIT.
5. **Literacy**—The Communication, Arts and Media Department does not accept for credit any written assignment that contains more than an average of three grammatical and/or typographical errors per page.
6. **Whole Person Assessment**—Refer to the Communication, Arts and Media WPA handbook for policies at (<http://oru.edu>), click on **Academics**, then **WPA**, then **Department Resources**, then **CAM Handbook HTML**.

C. Course Policies and Procedures

1. Evaluation Procedures
 Grade Sources and Percentages
 Supervisor Evaluation 50% and/or Reaction Papers 50% (Breakdown determined by instructor and chosen semester emphasis) = Total 100%
 Only one absence allowed (letter grade lower beyond one)
 **NOTE: Student enrolled for more than one hour will be asked to complete

additional field production/studio production assignments as determined by the professor. Additional work will be proportionate to additional hours enrolled.

2. Whole Person Assessment Requirements: None
3. Other Policies and/or Procedures
 - a. Each student will perform, with faculty approval, an area of participation for the semester as selected by the professor.
 - b. The student will be expected to participate on a regular basis and attend all class sessions ON TIME.
 - c. The student may be asked to keep a log of activity and will present those materials upon the request of the instructor in critique reports.
 - d. The student may be responsible for a number of field productions or written reports which are assigned by the professor and directly relate to acquired production skills.
 - e. All work must be turned in on exact due date or credit will be lost. WORK TURNED IN LATER THAN 48 HOURS FROM DUE DATE WILL RECEIVE NO CREDIT.
 - f. Any examination not taken at the scheduled time due to an excused absence must be made up at a time arranged with or by the instructor.

VI. COURSE CALENDAR

Week 1	Orientation—Crew/Semester Production Assignment/Emphasis
Weeks 2 - 7	Weekly Project /Production
Week 8 (10-8-2014)	Program Production/Mid Term Report Due
Weeks 9 - 14	Weekly Project /Production
Week 15(12-3-2014)	Final Report Due/Final Project

Course Inventory for ORU's Student Learning Outcomes

TVF 216—Workshop: Production Experience Fall 2015

This course contributes to the ORU student learning outcomes as indicated below:

Significant Contribution – Addresses the outcome directly and includes targeted assessment.

Moderate Contribution – Addresses the outcome directly or indirectly and includes some assessment.

Minimal Contribution – Addresses the outcome indirectly and includes little or no assessment.

No Contribution – Does not address the outcome.

The Student Learning Glossary at <http://ir.oru.edu/doc/glossary.pdf> defines each outcome and each of the proficiencies/capacities.

OUTCOMES & Proficiencies/Capacities		Significant Contribution	Moderate Contribution	Minimal Contribution	No Contribution
1	Outcome #1 – Spiritually Alive Proficiencies/Capacities				
1A	Biblical knowledge				X
1B	Sensitivity to the Holy Spirit				X
1C	Evangelistic capability				X
1D	Ethical behavior			X	
2	Outcome #2 – Intellectually Alert Proficiencies/Capacities				
2A	Critical thinking	X			
2B	Information literacy				X
2C	Global & historical perspectives				X
2D	Aesthetic appreciation	X			
2E	Intellectual creativity		X		
3	Outcome #3 – Physically Disciplined Proficiencies/Capacities				
3A	Healthy lifestyle				X
3B	Physically disciplined lifestyle				X
4	Outcome #4 – Socially Adept Proficiencies/Capacities				
4A	Communication skills	X			
4B	Interpersonal skills	X			
4C	Appreciation of cultural & linguistic differences				X
4D	Responsible citizenship			X	
4E	Leadership capacity			X	