

COMM 2324 SYLLABUS TEXAN MOSAIC

Course: COMM 2324 (TV Practicum)

Instructors: Kati Moody & Billy Alonzo

Time & Location: Tuesday & Thursday 2:30 p.m. to 4:15 p.m. CM 130 Levelland Campus

Required Materials: SD Card (32 GB) & USB flash drive, minimum of 8 GB, for project materials.

Instructor information

Kati Moody

Email: kmoody@southplainscollege.edu

Phone: (806) 716-2448

Office Hours: I am available to meet in-person or online via Zoom during the day. Please email me to set up a time to meet.

Introduction: This class serves as the staff class for the Texan Mosaic (texanmosaic.com) and focuses on teaching students skills related to the media industry, including pre-production planning, production of news videos and live news casts, and post-production editing of news videos and news casts.

Learning Objectives:

- Pre-production planning
- Contacting sources for interviews
- Writing scripts/articles
- Knowledge of digital cameras
- Audio/video post-production using Adobe Creative Cloud
- Television studio & field lighting
- Basic studio & field audio applications for internet and television
- Use of media sources & research
- Using the internet to support production
- Use of computer-generated graphics & editing

Attendance & Participation: Students will be expected to attend every class period.

Participation will be worth 300 points of their overall grade. Students must be in class, working on their projects either gathering information, interviewing, or editing. There will be no off-campus editing allowed. Students will earn points for every class attended. Thus, students will need to check in with the instructor in class before going to an interview or to shoot footage for a project. Additionally, there will be opportunities for extra credit that students can earn to make up lost participation points.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor.

Grades:

One (1) Group Project: 100 points
Three (3) Assignments: 300 points | 100 points each
Three (3) Live News Casts: 300 points | 100 points each
Participation: 300 points

Total: 1000 points

A: 1000-900 points

B: 899 points - 800 points

C: 799 points - 700 points

D: 699 points - 600 points

F: 599 points - 500 points

Potential Projects:

Students must choose a project to complete. Students may choose between one of the following: news video, photo gallery, video podcast, or written article. The rubrics for the projects are as follows:

News Video (may be completed with one partner)

- Min. 1 minute, max. 2 minutes
- Script, written and approved by instructor before recorded
- At least one interview
- Microphone
- Tripod
- Create a graphic or choose a photo (may be a screen grab from the video)
- Write a headline and short description of the video (2-3 sentences)

NEWS VIDEO	Does Not Meet Expectations (0 points)	Approaches Expectations (10 points)	Meets Expectations (15 points)	Exceeds Expectations (25 points)
Timely	Assignment is not turned in on time or at all.	Assignment is turned in on time but is not completed.	Assignment is turned in on time and is completed.	Assignment is turned in on time, is completed, and the student submitted the required graphic, headline and description.
Script	No script.	Student wrote a script but did not follow it.	Student has written a script and mostly followed the script throughout their project.	Student has written a script and follows it verbatim throughout project.

Audio	No audio.	Student has some audio recorded but it is not correctly formatted and does not follow a script. No natural sound.	Student recorded an audio track that mostly matches the written script. Student recorded some natural sound. Sound bites do not match up with written script.	Student recorded an audio track that perfectly matches the written script. Sound bites match up with written script. Student recorded natural sound and used it appropriately.
Video	No video.	Student has recorded some video but not enough b-roll or did not complete an interview. Student did not use a tripod. The video was not edited into a news package.	Student recorded at least one interview and has some b-roll. Student did not utilize enough of a variety of shots for b-roll purposes. Student used a tripod for some shots. The video was edited and put together in a package.	Student recorded at least one interview and has plenty of b-roll to fill transitions. B-roll shots feature a variety of shots, including close-up, wide shots, and medium shots. Student used a tripod for most shots. The video was edited and flowed well.

Photo Gallery (one per semester per student)

- Minimum of 15 photos maximum of 30 photos
- Photos must be formatted (.jpg and 200 dpi)
- CANNOT be taken using a cell phone
- Must write a headline
- Must write a short description describing the photo gallery (5-6 sentences)

PHOTO GALLERIES	Does Not Meet Expectations (0 points)	Approaches Expectations (10 points)	Meets Expectations (15 points)	Exceeds Expectations (25 points)
Timely	Assignment is not turned in on time or at all.	Assignment is turned in on time but is not completed.	Assignment is turned in on time and is completed with various photos.	Assignment is turned in on time and includes the required number of photos.
Quality	No photos.	Student submitted photos but did not feature a variety of shots.	Student submitted photos and included a variety of shots.	Student submitted photos, featuring a variety of shots and edited the photos appropriately.
Format	No photos.	Student submitted photos but were not formatted correctly.	Student submitted photos that were formatted somewhat, but not correctly.	Student submitted photos that were formatted correctly with the requirements.
Description/Headline	No description or headline.	Student submitted a description and headline but it did not meet the requirements.	Student submitted a description and headline that meet the requirements.	Student submitted an approved description and headline that will be used with the photo gallery.

Video Podcast (must be completed with at least one partner and up to two partners)

- Minimum of 3 minutes and a maximum of 5 minutes
- Must feature at least one interview (must be approved by instructor)
- Must provide an outline of the podcast prior to recording
- Must be audio recorded as well as video recorded

- Must create a graphic to accompany the podcast
- Must write a short description (2-3 sentences) describing the podcast

PHOTO GALLERIES	Does Not Meet Expectations (0 points)	Approaches Expectations (10 points)	Meets Expectations (15 points)	Exceeds Expectations (25 points)
Timely	Assignment is not turned in on time or at all.	Assignment is turned in on time but is not completed.	Assignment is turned in on time and is completed with various photos.	Assignment is turned in on time and includes the required number of photos.
Quality	No photos.	Student submitted photos but did not feature a variety of shots.	Student submitted photos and included a variety of shots.	Student submitted photos, featuring a variety of shots and edited the photos appropriately.
Format	No photos.	Student submitted photos but were not formatted correctly.	Student submitted photos that were formatted somewhat, but not correctly.	Student submitted photos that were formatted correctly with the requirements.
Description/Headline	No description or headline.	Student submitted a description and headline but it did not meet the requirements.	Student submitted a description and headline that meet the requirements.	Student submitted an approved description and headline that will be used with the photo gallery.

Written Article:

- Minimum of 500 words and maximum of 1,200 words
- Quotes from at least two sources
- Follows inverted pyramid format
- Double spaced
- Must write a headline
- Must submit at least 3 photos or photo illustrations to use with the article
- Must be proofread by the instructor and corrected by the student by the due date. This means the FINAL draft is due on the due date, not the rough draft. Students should allot at least one additional class period before the due date to have their rough draft turned in for proofreading.

WRITTEN ARTICLES	Does Not Meet Expectations (0 points)	Approaches Expectations (10 points)	Meets Expectations (15 points)	Exceeds Expectations (25 points)
Timely	Assignment is not turned in on time or at all.	Assignment is turned in on time but has not been proofread, is not complete or does not meet the word count.	Assignment is turned in on time, has been proofread but does not meet the word count. Or, assignment meets the word count but has not been proofread.	Assignment is turned in on time, has been corrected, is completed, and meets the word count.
Spelling/Grammar	Assignment is not turned in.	Major spelling, grammar, and formatting mistakes.	Major spelling, grammar, and formatting mistakes but student made corrections before the due date.	Minimal spelling, grammar and formatting mistakes and student made corrections before the due date.

Quotes	No quotes or interview.	Student completed at least one interview and used quotes in the article.	Student completed at least one interview and used quotes from two different sources in their article.	Student completed two interviews and used quotes from both sources appropriately in article.
Headline & Photos/Illustrations	No headline or photos/illustrations submitted.	Student submitted a headline and a photo or illustration.	Student submitted a headline that appropriately depicts what the article is about and submitted the required photos/illustrations.	Student submitted a headline that was approved by the instructor to use with the article and the required photos/illustrations were formatted appropriately.

Intellectual Exchange Statement

In South Plains College courses, the instructor will establish and support an environment that values and nurtures individual and group difference 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 intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Disabilities Statement

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability 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 Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302.

Non-Discrimination Statement

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

Title IX Pregnancy Accommodations Statement

If you are pregnant, or have given birth within six months, under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a [Title IX pregnancy accommodations request](#), along with specific medical documentation, to the Health and Wellness Center. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Health and Wellness Center at 806-716-2529 or email dburleson@southplainscollege.edu for assistance.

CARE (Campus Assessment, Response, and Evaluation) Team

South Plains College is committed to ensuring the safety, health, and well-being of its students and community. To support its campus community SPC has a CARE Team. This is a dedicated

group of campus professionals responsible for assessing and responding to students who could benefit from academic, emotional, or psychological support, as well as those presenting risk to the health or safety of the community. If you see someone experiencing challenges, appearing distressed, posing a threat to their safety or someone else's safety, or causing a significant disruption to the SPC community, please submit a CARE Team referral. You may also submit a referral for yourself if you would like additional support. NOTE: In cases where a person's behavior poses an imminent threat to you or another, contact 911.

Campus Concealed Carry Statement

Texas 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 and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.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.

Cheating & Plagiarism

Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in an office are examples of cheating.

Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of whatever length, as well as to final examinations, to daily reports and to term papers.

Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from the themes, reports or other writings of fellow student, is guilty of plagiarism.