RTV 4930 SECTION 9013 – FALL 2016 SYLLABUS

PRIMETIME NEWSBRIEF PRODUCTION:
- **Super90/Extra90 Anchor/Producer**

INSTRUCTORS:
- **Mark Leeps**

<u>**Basics**</u>
Prerequisite: selection by INC News Managers
Hours: 3p-7p max window of work, mostly you should finish by 6:15-6:30pm
Super90 airs every evening on CH5 at 7pm & on CH6 rotates through primetime
Extra90 airs most nights on CH5 at 11pm & on CH6 rotates through primetime
Calendar: Fall 2016 production calendar is MON 8/29/16 – FRI 12/09/16
Substitutes: You have a natural partner; when you both get up to speed one
could cover for the other and do both in an emergency

<u>**The Experience**</u>
Our news products vary by production method: pretaped, live-to-tape, or live
Super90/Extra90 is our best training for 5pm live in that we produce it to be rolled
together live in a single take (like-to-tape) but can re-set and do multiple takes if
necessary. There is much more performance pressure than pre-taped, and the
crew must roll-in real-time videos and supers.

<u>**CH5 Primetime**</u>
When we air on CH5, **your work will routinely be broadcast to a 13+-county
area**. That's your work, *good or bad*, and people will notice either way. Consider
you are on a stage performing before 15,000 people…that's our typical primetime
adult audience for CH5. (The CH6 rotation at night will reach a few hundred
more people who live in Gainesville and subscribe to Cox Cable.)

UF student newscasts are among the most competitive in the nation.
Opportunities are few…and earned through hard work in this shop.
Standards are high…must be competitive with TV20 to attract viewers.

Grading Policies
Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: http://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx

For more information about minus grades and UF grading policies, visit this website: http://www.registrar.ufl.edu/catalog/policies/regulationgrades.html

Grading Scale
The grading scale for all students in this section of RTV4930 is as follows:

A	95-100
A-	92-94
B+	89-91
B	86-88
B-	83-85
C+	80-82
C	77-79
C-	74-76
D+	71-73
D	60-70
D-	50-59
E	0-49

Grading for Super90/Extra90 Anchor/Producers
50% - producer work
Your grade is an end-of-term overall assessment of your story selection, writing, script formatting, and prep work on editing video and creating supers.
50% - anchor work
Your grade is an end-of term overall assessment of your anchor performance.

UF Policy Matters

UF Honor Code
The University of Florida Honor Code was voted on and passed by the Student Body in the Fall 1995 Semester. The Honor Code reads as follows:

Preamble: In adopting this Honor Code, the students of the University of Florida recognize that academic honesty and integrity are fundamental values of the University community. Students who enroll at the University commit to holding themselves and their peers to the high standard of honor required by the Honor Code. Any individual who becomes aware of a violation of the Honor Code is bound by honor to take corrective action. A student-run Honor Court and faculty support are crucial to the success of the Honor Code. The quality of a University of Florida education is dependent upon the community acceptance and enforcement of the Honor Code.

The Honor Code: We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, **I have neither given nor received unauthorized aid in doing this assignment**."

For more information about academic honesty, contact Student Judicial Affairs, P202 Peadbody Hall, 392-1261.

Accomodations For Students With Disabilities
Students requesting classroom accommodation must first **register with the Dean of Students Office**. The Dean of Students will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation.

CJC/DMP/INC Policies

It is your responsibility to learn and comply with the INC policies (usually posted online, and these apply to everyone, regardless of the platform involved: WUFT-TV, WUFT-FM, wuft.org, WRUF-TV, ESPN850, etc.) and please pay particular attention to the well-established policies involving dress code, ethics, computer usage, and field gear usage & liability.

There are specific rules in the Dress Code but the bottom line is **you will not be treated as a professional if you do not look business-like**. Anyone who violates the dress code will be notified at the time of the violation and advised to comply in the future or sent home to change, if necessary, in the judgment of the newsroom staffer. Students who appear on tv or the web will get feedback about clothing, makeup and performance in order to keep our work products on-par with industry standards.

The G020 Loading Zones Student Policy emphasizes that any access to the Weimer Service Drive is only for stopping to load/unload heavy/bulky gear and stops are limited to 10 minutes. Because of construction, we may be "borrowing" loading zone space elsewhere. **Follow instructions closely, you are personally responsible for any tickets you get.**

The CJC/DMP/INC Equipment Policy emphasizes that **gear checkout is for official course or INC business only.** The college/stations hold the rights to all work-product and published/broadcast material generated, and it may not be redistributed or repurposed in any form without permission of college/station officials. Don't post anything we generate to YouTube or other non-wuft websites without checking.

The Computer Policy emphasizes that **all the computers in the INC are for official station business (including select courses) only.** Many are reserved for people in specific roles at certain times of day. Make sure you work in an area appropriate to your role/course, that you log-in as instructed and save & log-out everytime you walk away.

We embrace the RTDNA Code of Ethics and the similar SPJ Code of Ethics, but we also have our own Ethics Policies you should study and follow.

The food & drink policy for the INC is that no eating or drinking is allowed outside the break room, nothing except for drinking (bottled) water…but be careful not to spill onto computers or gear.

TV Newsroom Basics

- **All our equipment is for newsroom business only**. Treat all items with care, and do not abuse the privilege of using them. Do not download any software onto the station computers.
- To help secure our gear and help keep our workplace secure, **do not let strangers into the newsroom and do not prop the doors open after normal business hours**. Report any unusual activity to managers and report any suspicious activity to managers or police.
- In addition to INC NewsManagers, other station staffers may provide feedback at any time. All **criticism from the pro staff is meant to be professional, not personal**…learn to accept it and learn from it.

Important notes about wrapping up the course

- Your swipe access to the INC that comes with registration in this class will expire at the end of the term.