

RTV 3945 Section 07B1 – Special Projects in Media Services (Television News Production)

Course Contacts:

Ken Pemberton

WUFT-TV News Production Manager
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Merline Durant

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Description:

This subset of RTV3945 Student Experiences is designed to immerse you in the fast-paced environment of television news production. It is an intentional departure from the traditional lecture setting as you will be learning in an actual working multi-media operation. You will learn various television production positions as you assist in on-air broadcasts.

Objectives:

- Improve your technical and artistic skills through practice and constructive critiques.
- Get creative – learn through doing. Try new things, pitch new ideas and make mistakes.
- Work with the team to execute a clean, professional-looking product.

Location & Time:

Directors and live shot crew will go to the 2:30pm news meeting in the INC third floor conference room.

All other crew members **MUST** check in with Merline or Ken in the ground floor control room (Weimer G216) at 4:00pm.

Grading Expectations:

Please show up to class **on-time, every time.**

It is difficult to successfully produce a television show without every crew member present. Therefore, attendance is of paramount importance. If you don't show up to class, everyone else on the production suffers. As a result, each unexcused absence will take 15 points off of your final grade.

In addition to consistent attendance, you should:

- Arrive mentally and physically prepared for the tasks at hand.
- Work as an active member of the team.
- Identify problems and work critically to solve them.
- Develop an understanding of assigned positions and assist others as they navigate new challenges.
- Come up with new ideas and/or ways of doing things in addition to learning all positions.
- Accept constructive criticism and learn from mistakes.
- Don't make the same mistake twice.

Grading Scale

A grade of 70% or above is a passing grade.

A grade of 69% or below is a failing grade.

For more information about UF grading policies, visit this website:

<http://www.registrar.ufl.edu/catalog/policies/regulationgrades.html>

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 Peabody Hall, 392-1261.

Accommodations 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/WUFT-TV Policies

It is your responsibility to learn and comply with all WUFT-TV policies (these are posted in the handbook in Control Room 1 and apply to everyone).

The Computer Policy emphasizes that **all the computers in the Control Room 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 and log-out everytime you walk away. When you are finished with your shift/class, please shut down your area, unless specifically instructed not to do so.

All of our equipment, not just the computers, **is for station 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 studio or control room and do not prop the doors open outside of normal business hours (M-F 8a-6p)**. Report any unusual activity to managers and report any suspicious activity to managers or police.

In addition to the television production staff, other station staff may provide feedback at any time. All **criticism from the staff is meant to be professional, not personal**...accept it and learn from it.

The dress code for WUFT-TV is **business casual**. Dress professionally, *not* as if you were going to a club, the mall, the gym or the pool. Dress for men should consist of clean pants and a collared shirt. Women can wear pants or dresses. Closed-toed shoes must be worn at all times. 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.

**RTV 3945 Section 124C – Special Projects in Media Services
(Television News Production)**

I have read and agree to the terms of this syllabus:

(Signed)

(PRINT NAME)

(PHONE NUMBER)

(Date)