

## **COURSE OUTLINE**

### **Com 313 TV NEWS PRODUCTION**

**Department of Communication & Theatre**

**Point Loma Nazarene University**

**Professor Mike Downs**

**Phone: Department Assistant 619-849-2605**

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**Office Hours: Tuesday and Thursdays: 11:00am-11:30am**

**No books required for this course. Students will be responsible for handout assignments.**

Purchase and download the iMove app for smartphone.

#### **Learning Outcomes**

By the end of the semester students will be able to:

Write news copy clearly and accurately according to news values appropriate to a variety of formats and platforms.

Create and edit a news story based on accepted news industry standards for the appropriate medium.

Apply delivery skills appropriate to various news performance situations.

Exhibit ethical decision making in story selection and content

Exhibit behavior appropriate to TV news professionals including: leadership, teamwork, dependability and responsibility.

**Classes will be held Tuesdays and Thursdays on PLNU main campus.**

**If student misses three classes, you will be asked to consider dropping the course.**

**If you arrive late or leave early during classes, instructor will drop attendance points at his discretion.**

- Attendance in class means that you are fully attending to the course. Students, who choose to read the paper, engage in irrelevant and disruptive conversations, study for their next class exam, etc... will be counted as absent for that day. Please plan accordingly and use your absences wisely (this

includes doctor appointments or employment issues). There are no exceptions to this policy, so please do not ask (barring serious illness or tragedy, of course).

- Students who will miss class because of a required university activity must submit any due assignments prior to the date missed.
- As noted in the university catalog, students who miss 10% of class sessions will be reported to the Vice Provost of Academic Administration. Missing 20% of class sessions will result in the student being de-enrolled from this course.
- In the event that you miss class please get notes from someone in the class. **Do NOT ask me for notes.** You will be expected to get notes, handouts, and assignments from someone in class. You are responsible for missed material and should try to make a friend or two in this class that you can count on.
- It is the student's responsibility to maintain his/her class schedule. Should the need arise to drop this course (personal emergencies, poor performance, etc.), the student has the responsibility to follow through (provided the drop date meets the stated calendar deadline established by the university), not the instructor. Simply ceasing to attend this course or failing to follow through to arrange for a change of registration (drop/add) may result in a grade of F on the official transcript.

### Points and Letter Grades Breakdown

Professor Mike Downs

System is based on Highest Point Total of 580

<u>POINTS</u>	<u>LETTER GRADES</u>
551 and above	A
522-550	A-
504-521	B+
487-503	B
464-486	B-
445-463	C+
425-444	C
406-424	C-
388-405	D+
371-387	D
348-370	D-

347 or less

F

<b>Each class is worth 5pts</b>	<b>5 x 32=160</b>
<b>Each quiz is worth 10pts (once a month)</b>	<b>4 x 10=40</b>
<b>Each assignment is worth 6pts</b>	<b>15x6= 90</b>
<b>Each major project including midterm and final is worth 100 points.</b>	<b>3x100=100=300</b>
<b>TOTAL POINTS</b>	<b>590</b>

Course Requirements:

- Except where indicated on the course calendar, assignments must be submitted at the beginning of class on the date they are due. Assignments that are late or submitted in any other manner than specified will not be accepted and will receive zero points. Written assignments must follow the format specified by Professor Downs or Professor Goforth. Grammar, sentence structure, format, and spelling will be included in the grading of all written work.
- All students in this course must work for Coastline News, including attending regular assignment meetings and contributing to newscast production. For Coastline stories, report directly to the Coastline News director. Students are responsible for posting their own stories to EZ News and for submitting completed videos of stories by the deadline determined by the news director. Participation, including timeliness of story submissions, cooperation and attendance at Coastline meetings, will be reported to me by the Coastline News director and will be included in your course grade.
- Students must be prepared to discuss readings and news projects during class sessions. Also, be prepared to provide a critical analysis of each other's work during our discussion. Comments should be constructive, evidencing grace in how you help one another to become better journalists.
- This is a television news production course. Assignments will primarily involve shooting and editing broadcast stories. However, because this course is taught in conjunction with WRI 312, you also are expected to evidence continual improvement in your news reporting and writing skills. Production and writing are both necessary for effective news work.
- It is the student's responsibility to sign up for video equipment and editing time in a manner that facilitates the timely completion of assignments. Lack of planning, which results in difficulties obtaining equipment or securing editing time, is not an excuse for failure to complete a project. "The show must go on." Learning how to meet deadlines, despite encountering various challenges, will prepare you for the real world. Your professor and his colleagues, Professor Goforth and Rick Moncauskas, are here to help you accomplish your goals. However, you must seek us early in the process for us to help you (i.e., not the night before a project is due).
- You will use PLNU HD cameras to shoot stories in 16:9 aspect ratio. You must use the university's field cameras, not your own camera. Do not shoot stories on smartphones unless

the assignment requires that type of equipment. In those instances, you must shoot and produce the story entirely on the portable device.

- When editing, always begin the video with a slate that contains your name, course number and due date, followed by 10 seconds of black before the story. Save your project frequently through the editing process. Not completing a project due to software malfunctions (i.e., quitting during editing or problems exporting a Quicktime movie) is not an excuse for failure to submit an assignment. Do not discard your projects from the computer until the end of the semester.
- Ensure your camera, mic, lights, etc. are working and properly configured before you take the equipment for field work. Poor audio and/or video due to not following these guidelines is not an excuse for low quality stories. This course assumes that you are proficient in the basic operation of field cameras, audio, lighting and editing software.
- In addition to regular class sessions, students may be asked to sign up for individual meetings with the professor. These sessions provide an opportunity for in-depth discussion of story conceptualization, composition, field work, and editing.
- Attire: When reporting stories, students must dress as news professionals (no jeans, cut-offs, shorts, t-shirts, logo shirts, hats, etc.). Talent appearing on camera during a newscast must wear appropriate business attire. This includes a coat and tie for the men. Always look, sound and act like news professionals.
- News projects will be displayed in class, shared with outside reviewers for assessment, and also may be publicly posted on-line.

#### Course Projects:

- *News critiques:* Students must watch TV newscasts on a TV set or online at least two days each week and submit a written critique and observation to my email. These projects may or may not be graded as weekly assignments. These assignments are due before class each Thursday.
- *Facebook reporting forum:* Students are required to post perspectives, problems and questions about the stories they are reporting.
- Projects will be given each week. Professor will determine when they are due, in most cases they will be due the following Tuesday. In some cases, sooner.
- *Story ideas:* The first item on each Thursday's agenda will be pitching stories. Each student must come to class with two written story ideas, which includes briefly discussing the news values, possible interviews and the angle of the story. Professor will also suggest ideas.
- *Live shots for Coastline news may be part of the course. More later.*
- *I believe future broadcast journalists should develop voice and style for radio and TV. Be prepared to work on both in my course.*
- Off campus news coverage is a key to this course. It will depend on students dedication and schedules.

#### Technology Policy

Students are permitted to use laptop computers during class, but only for course-related activities. Cell phones are not allowed during class. Put cell phones completely away – off the desk – for the entire class session. Do not be surprised if I ask you to remove the phone from your desk. Making audio or video recordings of class sessions are not allowed. Students may not mass distribute course content in any form without permission of the instructor.

### Notice to Students with Disabilities

While all students are expected to meet the minimum academic standards for completion of this course as established by the instructor, students with disabilities may require academic accommodations. At Point Loma Nazarene University, students requesting academic accommodations must file documentation with the Disability Resource Center (DRC), located in the Bond Academic Center. Once the student files documentation, the Disability Resource Center will contact the student's instructors and provide written recommendations for reasonable and appropriate accommodations to meet the individual learning needs of the student. This policy assists the University in its commitment to full compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities (ADA) Act of 1990, and ADA Amendments Act of 2008, all of which prohibit discrimination against students with disabilities and guarantees all qualified students equal access to and benefits of PLNU programs and activities.

### Changes to Syllabus:

The instructor reserves the right to make amendments, additions or deletions to this syllabus. It is each student's responsibility to stay current and be aware of any changes.