COMM 4322 Advanced TV Studio Production
3 credit hours

Department of	Communication	**School of**	**Liberal Arts and Sciences**

Instructor Name:	**Rich Strong**
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Office Hours:	**MTWR: 11:30 – 01:00**

Course Format/Structure:	**100% Face to Face only.**
Classroom Location:	**SC 100&/CMP Studios**
Class Meeting Days & Times:	**MW 10:00 – 11:20**

Course Catalog Description:	Advanced television studio production, live broadcast shows, video editing, and elementary motion graphics.

Prerequisites:	COMM 1010
Co-requisites:	n/a
Required Text:	Owens, Jim. (2016). Television Production (16th Edition). Wadsworth Cengage Learning (ISBN: 978-1138841666)

Recommended Text and References:	Additional materials: Two (2) 64GB USB 2.0 thumb drives or a 1 TB bus-powered USB drive formatted for Mac OSX or RAID-striped for Mac OSX and Windows. Ex-FAT formatting will work, too, but the Macs in this lab generally do not like the standard Windows NTFS. Adobe Premier CC Video Production Software/Adobe AfterEffects animation software

Access to Learning Resources:	UNT Dallas Library: (Founders Hall)
	
	      phone: (972) 780-1616
	
	      web: http://www.untdallas.edu/library
	
	      e-mail: Library@untdallas.edu
	
	UNT Dallas Bookstore: (Building 1)
	
	      phone: (972) 780-3652
	
	      web: http://www.untdallas.edu/bookstore
	
	      e-mail: untdallas@bkstr.com

Course Goals or Overview: The goals of this course are as follows -

	Demonstrate effective operation of studio equipment, including video camera, television switcher, microphones and audio control board, video recorder, and playback equipment.

Learning Objectives/Outcomes: At the end of this course, students will be able to:

1	Develop knowledge and appreciation of media composition and aesthetics.
2	Gain an understanding and appreciation of the diversity of audiences and the meanings they assign to media.
3	Gain awareness of the history and social role of television. Build knowledge of key media theories related to televisual studies, including representation, genre, reception, auteurship, effects, and political economy of media.
4	Work effectively as a member of a production team to write, perform, produce, and execute a television program.

DAY	WK	DATE	TOPIC	DUE	POINTS
Monday	01	01/15	**NO**	**CLASS**	**MLK HOLIDAY**
Wednesday	01	01/17	Syllabus Day		
Monday	02	01/22	Writing for broadcast		
Wednesday	02	01/24	Writing for broadcast (to video)		
Monday	03	01/29	Building the rundown in Rundown Creator		
Wednesday	03	01/31	R&W 3		
Monday	04	02/05	STUDIO RE-INTRO	Raw rundown with scripts	
Wednesday	04	02/07	STUDIO RE-INTRO		
Monday	05	02/12	STUDIO EXERCISES		
Wednesday	05	02/14	Terms & Formatics	Raw rundown with scripts	
Monday	06	02/19	**Studio proficiency exams**	Studio proficiency exams	
Wednesday	06	02/21	**Studio proficiency exams**	Studio proficiency exams	
Monday	07	02/26	STUDIO WEEK		
Wednesday	07	02/28	STUDIO WEEK		
Monday	08	03/04	STUDIO WEEK		
Wednesday	08	03/06	**STUDIO MIDTERM**	Improv discussion of two topics (approx. five minutes)	
Monday	XX	03/11	**SPRING**	**BREAK**	**NO CLASSES**
Wednesday	XX	03/13	**SPRING**	**BREAK**	**NO CLASSES**
Monday	09	03/18	Human Attention Span		
Wednesday	09	03/20	McLuhan & Sports		
Monday	10	03/25	Cinematography 2		
Wednesday	10	03/27	NPPA		
Monday	11	04/01	NPPA 2		
Wednesday	11	04/03	Interviews		
Monday	12	04/08	Interviews		
Wednesday	12	04/10	Teamwork: finalize computer run-throughs	NPPA-style feature	
Monday	13	04/15	**Rundown review and miscellaneous**		
Wednesday	13	04/17	Human attention span		
Monday	14	04/22	Final run-throughs		
Wednesday	14	04/24	Final run-throughs		
Monday	15	04/29	Final run-throughs	Final run-through scripts	
Wednesday	15	05/01	Final run-throughs		
Monday	16	05/06	**FINALS WEEK**	**NO**	**CLASSES (FINALS DUE)**
Wednesday	16	05/08	**FINALS WEEK**	**NO**	**CLASSES**

PROJECT	POINTS	DUE DATE
Rundown and scripts (five minutes)	100	02/05
Studio proficiency exams	100	02/21
Improv discussion – studio midterm	150	03/06
NPPA feature	100	04/10
Final show scripts	150	04/29
Final show	400	05/08
TOTAL:	**1000**	

GRADE	POINTS
A	900 - 1000
B	800 – 899
C	700 – 799
D	600 – 699
F	<599

University Policies and Procedures

Students with Disabilities (ADA Compliance): The University of North Texas at Dallas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Disability Services Office (DSO) to verify their eligibility. If a disability is verified, the DSO will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodation at any time, however, DSO notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet/communicate with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the Disability Services Office website at http://www.untdallas.edu/disability. You may also contact them by phone at 972-338-1777 or by email at UNTDdisability@untdallas.edu. (UNTD Policy 7.004)

Course Eval Policy: Student evaluation of teaching effectiveness is a requirement for all organized classes at UNT Dallas. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider students' evaluations to be an important part of your participation in this class.

Assignment Policy: Students are expected to read assigned material before class and participate actively in class. This includes actively engaging in class discussion and group exercises as well as taking notes on lecture material. It is your responsibility to know what is done in class and any changes in the syllabus even if you are absent. **Exam Policy:** all quizzes and exams are on Canvas usually a full week before their due date.

Academic Integrity: Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures. Refer to the Student Code of Academic Integrity (Policy 7.002) at http://www.untdallas.edu/sites/default/files/page_level2/pdf/policy/7.002%20Code%20of%20Academic_Integrity.pdf Refer to the Student Code of Student Rights, Responsibilities and Conduct at http://www.untdallas.edu/sites/default/files/page_level2/hds0041/pdf/7_001_student_code_of_conduct_may_2014.pdf Academic dishonesty includes, but is not limited to, cheating, plagiarizing, fabrication of information or citations, facilitating acts of dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students. In addition, all academic work turned in for this class, including exams, papers and written assignments must include the following statement: "On my honor, I have not given, nor received, nor witnessed any unauthorized assistance that violates the UNTD Academic Integrity Policy."

University Policy on Artificial Intelligence (AI): UNT Dallas writing program acknowledges the evolving capabilities of Artificial Intelligence (AI) technologies and their various effects on student writing and content creation. Students are only permitted to use AI technology in the creation of any course content if permitted by the course instructor. If the use of AI technology is detected, without specific instructor permission, the student will be deemed in violation of the plagiarism policy. The writing program will work at creating an environment of instructor-student-technology collaboration as we move forward in a society where students must learn how to critically harness the capabilities of new technologies.

Attendance and Participation Policy: Attendance will be taken at the beginning or end of class, depending on the day's activities. You may have five absences with no penalty in grading, but for each unexcused absence after five absences, I will deduct five percentage points from your overall grade. Excused absences may include an unexpected work shift, an illness, or an emergency of some kind.

Bad Weather Policy: Campus facilities will close and operations will be suspended when adverse weather and/or safety hazards exist on the UNTD campus or if travel to the campus is deemed dangerous as the result of ice, sleet or snow. In the event of a campus closure, the Marketing and Communication Department will report closure information to all appropriate major media by 7 a.m. That department will also update the UNTD website, Facebook and Twitter with closing information as soon as it is possible. For more information, please refer to http://www.untdallas.edu/police/resources/notifications

Diversity/Tolerance Policy: Students are encouraged to contribute their perspectives and insights to class discussions. However, offensive and inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups,

genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Dean of Students as the instructor deems appropriate. (UNTD Policy 7.001)

SPRING 2024 ACADEMIC CALENDAR

ALL DATES SUBJECT TO CHANGE **TBD** = To Be Determined at a later date	Full Session	8 Week I Session	8 Week II Session
	Jan. 16-May 11	Jan. 16-Mar. 9	Mar. 18-May 11
Classes Viewable on MyUNTD	March 23, 2023	March 23, 2023	March 23, 2023
Registration Period			
Last day to Submit Meningitis Vaccination *Student will be dropped from all courses if proof is not submitted*	Jan. 5, 2024	Jan. 5, 2024	Mar. 8, 2024
Add Classes			
Registration Begins	March 31, 2023	March 31, 2023	March 31, 2023
First Day of Classes/Late Registration *$50 late fee applies to first-time registration begins for the session*	Jan. 16, 2024	Jan. 16, 2024	Mar. 18, 2024
Last Day to Add Classes *Last day to self-enroll*	Jan. 19, 2024	Jan. 16, 2024	Mar. 18, 2024
Last Day to Add Classes *5th Day – Census Date* *Appropriate signatures required on Academic Registration Form*	Jan. 20-31, 2024		
Census Date *State Reporting*	Jan. 31, 2024	Jan. 23, 2024	Mar. 25, 2024
Drop Classes/Term Withdrawal			
Last Day to Drop *Drop course(s) but retain one in a session* *Course(s)/Grade of "W" not on transcript*	Jan. 31, 2024	Jan. 23, 2024	Mar. 25, 2024
Drop Classes with "W" *Drop course(s) but retain one in a session* *Course(s)/Grade of "W" on transcript*	Feb. 1-Mar. 29, 2024	Jan. 24-Feb. 15, 2024	Mar. 26-Apr. 17, 2024
Term Withdrawal *Withdraw from all courses for all sessions* *Courses/Grade of "W" on transcript*	Feb. 1-Apr. 12, 2024	Jan. 24-Feb. 16, 2024	Mar. 26-Apr. 18, 2024
Audit Rolls for Faculty			
Open	Feb. 1, 2024	Jan. 24, 2024	Mar. 26, 2024
Due Date	Feb. 8, 2024	Feb. 1, 2024	Apr. 2, 2024
Last Day of Classes *Last day to file for an Incomplete Grade (all signed paperwork must be received by Office of the Registrar by this date*	May 2, 2024	Mar. 9, 2024	May 11, 2024

Examinations			
Mid-term Exams *1000/2000 level courses required*	Feb. 26-Mar. 2, 2024	*Does not apply*	*Does not apply*
Reading Day *Study day prior to final exams*	May 3, 2024	*Does not apply*	*Does not apply*
Final Exams	May 6-11, 2024	Mar. 9, 2024	May 11, 2024
Grades			
Mid-term Grades *Due from Faculty*	Mar. 6, 2024	*Does not apply*	*Does not apply*
Final Grades *Due from Faculty*	May 13, 2024	Mar. 11, 2024	May 13, 2024
Final Grades *Viewable on MyUNTD*	Begins May 10, 2024	Begins Mar. 8, 2024	Begins May 10, 2024
Graduation			
Last Day to Apply	Feb. 9, 2024	Feb. 9, 2024	Feb. 9, 2024
Last Day to Change Degree Name *Name will appear on diploma*	Mar. 8, 2024	Mar. 8, 2024	Mar. 8, 2024
Commencement Ceremony	May 14, 2024	May 14, 2024	May 14, 2024
Degree Conferral Date *Date will appear on final transcript* *Degree conferral process will conclude at the end* *of the following month*	May 31, 2024	May 31, 2024	May 31, 2024
University Closures			
Martin Luther King Jr. Day	Jan. 15, 2024	Jan. 15, 2024	*Does not apply*
Spring Break	Mar. 11-15, 2024	*Does not apply*	*Does not apply*