

SCHOOL OF CINEMATIC ARTS

CTPR 409 - Practicum in Television Production

SYLLABUS

TAKE A VIRTUAL TOUR OF THE STUDIO

VISIT: <https://trojanvision.usc.edu>

Semester: Fall, 2020

Location: Zemeckis Digital Center - Studios B & C and online classes.

Instructors: Kathleen Dowdey, Allan Kartun, Brian Roberts

Office Hours: Monday-Friday by appointment

Meeting times: Classes meet at various times Monday - Friday 9:00AM - 7:00PM

For details read below.

SA: TBA

UNITS: 2 or 4 UNITS



**This class is open to all students from any school or department in the university.
There are no prerequisite requirements for this class.**

INTRODUCTION & PURPOSE

Enrolling in CTPR 409 does not require any television production experience. All the skills you need to successfully complete this course are taught in class.

This course introduces you to the basic concepts of multicamera television production. You'll learn and practice the process of creating, producing, shooting and editing a television show for streaming on social media and broadcast on USC's TrojanVision TV station.

Classes meet online and, as Covid-19 restrictions are lifted, transition into the TrojanVision television studios on campus.

2-UNITS - HOW DO STUDENTS ENROLL IN A CLASS / SHOW For 2-UNITS?

Enrollment is easy. On the Schedule of Classes, simply pick a 2-Unit section with a time that fits your schedule. This class time is when your TV show will be produced.

4-UNITS - HOW DO STUDENTS ENROLL IN A CLASS / SHOW FOR 4-UNITS?

On the Schedule of Classes, simply select the 4-unit section (with TBA listed for the time and location). The CTPR 409 Course Coordinator will contact you directly and help you pick two sections that fit your schedule.

HOW ARE TV SHOWS PRODUCED IN CTPR 409?

You'll create shows that consist of several short segments. Each segment will be based on content that interests you and your production team. Past show segments have included: talk shows, interviews, game shows, news, parodies, cooking, sports, health & fitness, music performances, entertainment news, improv and scripted comedies.

For example, here's a compilation of segments that might make up one show:

Entertainment News: movie premier is attended & movie is reviewed.

Music Performance: student vocalist or band.

Game Show: guests play a game with the host.

Scripted Comedy: comic sketch scene is performed.

Talk Show: host interviews a celebrity.

**WHAT WILL 409 STUDENTS DO?**

You'll brainstorm and pitch your ideas; team-produce show segments; research and book guests; write for and rehearse on-camera talent; shoot, edit; and work as crewmembers to produce your show. This class requires you to prepare segments and meet as teams outside of class.

ARE THERE ANY PREREQUISITES?

No. This class is open to all students from any school or department in the university. It's assumed that students enrolling in CTPR 409 have no television production experience. All of the skills needed to successfully complete the course are taught in class.

CLASS SCHEDULE

Classes begin online and can move to the TrojanVision Studios as Covid-19 restrictions are lifted. The following schedule is subject to change.

WEEK 1: Online orientation and instruction.

WEEK 2: Instruction for online content and segment production.

WEEK 3: Instruction continues.

WEEK 4: Online production begins.

WEEK 5: Production and instruction continues.

WEEK 6: Production and instruction continues.

WEEK 7: Production and crew instruction continues. Instructors introduce studio safety measures.

WEEK 8: Instructors introduce operation of studio, audio and control room equipment.

WEEK 9: In-studio. Social-distancing and other safety measures will be in use. Hands-on studio, control room, audio booth and master control room equipment and operation.

WEEK 10: In studio equipment operation review. Show run throughs.

WEEK 11: In studio show rehearsals, test recording; after-show review and instruction.

WEEK 12: In studio show rehearsal; recording live streaming and broadcast; after-show review and instruction.

WEEK 13: In studio final show rehearsal; recording live streaming and broadcast; after-show review and instruction.

FINALS WEEK: Shows reviewed by faculty. You will submit a Final Evaluation Report as a summation of your technical and aesthetic progress.

ASSIGNMENTS, GRADES AND UNIT CREDITS

Class assignments include research for show content, team planning meetings and segment production.

Optional reading is available digitally from the USC Libraries:

Cury, Ivan; Directing & Producing for Television; 5th edition; 2017; Routledge Press.

Owens, Jim; Television Production; 16th edition; 2015; Focal Press.

Grades are based on your assignments, preparation for class, professional behavior and the instructor's evaluation of your initiative and engagement in the show. Extra credit opportunities will be offered.

GRADE CRITERIA:

20% - Student's understanding of television production.

30% - Quality of assignments.

50% - Initiative and engagement in show production and class discussions.

You are expected to be on time and prepared for each class/show. This class is performance oriented and attendance is extremely important. Two absences will result in your grade being lowered by one full letter (example: A becomes B). A third absence will result in your grade being lowered by one additional, full letter grade (B becomes C). Your grade will be lowered by one full letter for each additional absence. Two late class arrivals equate to one full absence. You must contact the instructor if you are going to be absent.

CELL PHONE & SAFETY POLICY

Cell phones, laptops tablets and other personal devices may not be used during class unless they are essential to an assigned production job. For online classes, you are expected to appear on-screen unless excused in advance. Sandals and open-toe shoes are not permitted on stages or anywhere in the studios. You should dress appropriately for crew jobs on a working sound stage.

CREDITS - 2 or 4 UNITS

CTPR 409 can be taken for 2 units (one class per week) and may be repeated up to four times.

To enroll for 2-Units, go to the Schedule of Classes and pick a class time that fits your schedule.

CTPR 409 can be taken for 4 units (two classes per week) and may be repeated twice.

To enroll for 4-Units, go to the Schedule of Classes and select the 4-Unit section that lists TBA for the time & location. The 409 Course Coordination will contact you directly to arrange your two class times.

CTPR 409 can be taken for a total maximum of 8 units.

Statement on Academic Conduct and Support Systems

Academic Conduct:

Plagiarism – presenting someone else's ideas as your own, either verbatim or recast in your own words – is a serious academic offense with serious consequences. Please familiarize yourself with the discussion of plagiarism in SCampus in Part B, Section 11, "Behavior Violating University Standards" policy.usc.edu/scampus-part-b. Other forms of academic dishonesty are

equally unacceptable. See additional information in SCampus and university policies on scientific misconduct, policy.usc.edu/scientificmisconduct.

Support Systems:

Student Health Counseling Services - (213) 740-7711 – 24/7 on call

engemannshc.usc.edu/counseling

Free and confidential mental health treatment for students, including short-term psychotherapy, group counseling, stress fitness workshops, and crisis intervention.

Student Health Leave Coordinator – 213-821-4710

Located in the USC Support and Advocacy office, the Health Leave Coordinator processes requests for health leaves of absence and advocates for students taking such leaves when needed. <https://policy.usc.edu/student-health-leave-absence/>

National Suicide Prevention Lifeline - 1 (800) 273-8255 – 24/7 on call

suicidepreventionlifeline.org

Free and confidential emotional support to people in suicidal crisis or emotional distress 24 hours a day, 7 days a week.

Relationship and Sexual Violence Prevention Services (RSVP) - (213) 740-4900 – 24/7 on call

engemannshc.usc.edu/rsvp

Free and confidential therapy services, workshops, and training for situations related to gender-based harm.

Office of Equity and Diversity (OED) | Title IX - (213) 740-5086

equity.usc.edu, titleix.usc.edu

Information about how to get help or help a survivor of harassment or discrimination, rights of protected classes, reporting options, and additional resources for students, faculty, staff, visitors, and applicants. The university prohibits discrimination or harassment based on the following protected characteristics: race, color, national origin, ancestry, religion, sex, gender, gender identity, gender expression, sexual orientation, age, physical disability, medical condition, mental disability, marital status, pregnancy, veteran status, genetic information, and any other characteristic which may be specified in applicable laws and governmental regulations.

Bias Assessment Response and Support - (213) 740-2421

studentaffairs.usc.edu/bias-assessment-response-support Avenue to report incidents of bias, hate crimes, and microaggressions for appropriate investigation and response.

The Office of Disability Services and Programs - (213) 740-0776

dsp.usc.edu

Support and accommodations for students with disabilities. Services include assistance in providing readers/notetakers/interpreters, special accommodations for test taking needs, assistance with architectural barriers, assistive technology, and support for individual needs.

USC Support and Advocacy - (213) 821-4710

studentaffairs.usc.edu/sssa

Assists students and families in resolving complex personal, financial, and academic issues adversely affecting their success as a student. Diversity at USC - (213) 740-2101

diversity.usc.edu

Information on events, programs and training, the Provost's Diversity and Inclusion Council, Diversity Liaisons for each academic school, chronology, participation, and various resources for students.

USC Emergency - UPC: (213) 740-4321, HSC: (323) 442-1000 – 24/7 on call

dps.usc.edu, emergency.usc.edu Emergency assistance and avenue to report a crime. Latest updates regarding safety, including ways in which instruction will be continued if an officially declared emergency makes travel to campus infeasible.

USC Department of Public Safety - UPC: (213) 740-6000, HSC: (323) 442-120 – 24/7 on call

dps.usc.edu Non-emergency assistance or information.

Diversity and Inclusion

Diversity and Inclusion are foundational to the SCA community. We are committed to fostering a welcoming and supportive environment where students of all identities and backgrounds can flourish. The classroom should be a space for open discussion of ideas and self-expression; however, SCA will not tolerate verbal or written abuse, threats, harassment, intimidation or violence against person or property. If students are concerned about these matters in the classroom setting they are encouraged to contact their SCA Diversity and Inclusion Liaison, <http://cinema.usc.edu/about/diversity.cfm>; e-mail: diversity@cinema.usc.edu. You can also report discrimination based on a protected class here: <https://equity.usc.edu/harassment-or-discrimination/>

Disruptive Student Behavior

Behavior that persistently or grossly interferes with classroom activities is considered disruptive behavior and may be subject to disciplinary action. Such behavior inhibits other students' ability to learn and an instructor's ability to teach. A student responsible for disruptive behavior may be required to leave class pending discussion and resolution of the problem and may be reported to the Office of Student Judicial Affairs for disciplinary action.

PLEASE NOTE:

FOOD AND BEVERAGES (OTHER THAN WATER) ARE NOT PERMITTED IN ANY INSTRUCTIONAL SPACES IN THE CINEMATIC ARTS COMPLEX INCLUDING THE ROBERT ZEMECKIS CENTER.

ALL BEVERAGES, INCLUDING WATER ARE PROHIBITED IN THE TROJANVISION CONTROL BOOTHS.