BCT 212 Studio Operations and Multicamera Production
Spring 2012
Instructor:
Phone:
Email:
Office:
Office Hours:

SYLLABUS
Course Description
This course encompasses the processes, equipment, facilities, and skills employed in television studio and multicamera production. Emphasis is placed on the operation of cameras, switchers and related equipment; the responsibilities of the production crew; and the direction of live-switched, multicamera productions.

Students who successfully complete BCT 212 are awarded three credits. The MWCC catalog states: “One college hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for 15 weeks for one semester of credit or equivalent amount of work over a different amount of time. For example, a three-credit course is 3 college hours (50 minutes for each hour) of classroom instruction and a minimum of six hours out of class student work per week for a 15 week semester. Laboratory work, internships, practicum, studio work, clinical placements and other work leading to credit hours will be at least equivalent to what is listed above. Out of class work is listed as a minimum estimate. Students should expect to spend more time on out of class work dependent upon the course.”

Prerequisites:
English 100, Reading 100 or placement.

Required Reading
Television Production, 14th edition, by Millerson and Owens.
Handouts, online readings, Internet site visits, and library assignments may also be distributed and assigned during the semester.
In addition, you should plan to explore course-related material in trade publications and other periodicals available in the MWCC library and on the Internet.

If you have no home access to the Internet you may access the Web from computers in the MWCC library and other MWCC computer laboratories.

Course Objectives
Television Production is a unique blend of technology, creativity, and organization. It is at once a science, an art, and a business. In this course you will study and practice the production process. You will learn what equipment and facilities are used for producing television productions. You will be introduced to the various members of the production team and practice the skills they require to fulfill their responsibilities. By the end of the semester you will have produced and directed a short multicamera studio production and participated in several larger scale projects as a member of the production team.

Your main objectives in this course are:
To gain an understanding of the television production process
To identify key pieces of equipment and facilities used in studio and
multicamera production
To become familiar with the roles of production personnel
To learn and practice the basic skills of key studio production personnel including, camera operator, floor manager, teleprompter operator, technical director, audio technician, and character generator operator
To become familiar with the basic techniques of television lighting
To gain an understanding of the role and responsibilities of the television director
To become familiar with the techniques and procedures employed to produce remote multicamera productions
To learn and practice multicamera digital editing
To synthesize the knowledge and expertise you gain in this course to successfully produce and direct a short multicamera studio production

Teaching Procedures
Class meetings consist of lecture and discussion of the concepts and skills associated with television production. You will practice and display your understanding of this content through class participation, successful completion of homework assignments, quizzes, and exams.
Labs consist of demonstrations, workshops, and exercises giving you the opportunity to develop and practice the fundamental skills used by production professionals. You will demonstrate your mastery of these skills through participation in the exercises, successful completion of production assignments and a practical skills test.
Plan to wear comfortable clothing and footwear to class meetings. You will typically be engaged in hands-on production activities during class.

Grading Policy
On-Line Quizzes 15%
Assignments 10%
Tests 15%
Demonstration of Production Skills 20%
Production assignments 25%
Final Exam 15%
Students are expected to complete a series of on-line quizzes based on readings assigned from the text. Quizzes will be accessible for a limited period. I will distribute a separate schedule listing all on-line quizzes and the dates of their availability.
All written assignments must be created in a word processing computer application and are expected to meet the standard of college-level grammar usage, spelling, and sentence structure.

IN FAIRNESS TO ALL STUDENTS IN THE CLASS, AND TO MOST ACCURATELY CONFORM TO PROFESSIONAL PRACTICES ALL DEADLINES MUST BE STRICTLY OBSERVED.
During the semester you will have the opportunity to participate in additional production activities outside of the course. I suggest you take advantage of these opportunities to further develop your production expertise.

Attendance
Much of what you will learn in this course will result from demonstration and hands-on experience. Therefore every absence and incidence of tardiness results in a missed opportunity for you to achieve your goals in this course. Due to the quantity of content we will cover and the logistics of scheduling equipment and facilities it will be difficult if not impossible to make up for the work missed due to absence. If you don’t actively participate you won’t meet the course objectives and your final grade will reflect your lack of success.

Attendance and punctuality are required. Attendance will be taken at the beginning of each meeting. Arrival after the roll has been taken or leaving before the end of class is considered one-half an absence. Emergencies and illnesses occur for all of us. You should save your absences for when they are truly needed. I hope you won’t need them. Please notify me as soon as possible if you must miss a class.

**IF YOU TOTAL THREE UNEXCUSED ABSENCES, INCLUDING BOTH LECTURES AND LABS (WITH NO MORE THAN ONE LAB ABSENCE), I WILL ASSUME YOU ARE NOT INTERESTED IN COMPLETING THE COURSE AND WILL WITHDRAW YOU.**

It shall be your responsibility to meet with me immediately following your third unexcused absence to receive permission to remain in the course. If you miss a meeting, it is your obligation to determine what was missed, complete all assigned work, and consult with class members to get notes on the missed material. Don’t hesitate to contact me if you have any questions.

**Withdrawal**

College policy states a student who officially withdraws from a course up to and including the last day of the ninth week of the semester will receive a grade of W (withdrawn without grade point penalty). Students must follow the college’s procedure as published in the current catalog to withdraw from a course. The last day to withdraw from this course without grade point penalty is March 27. Course withdrawals will not be processed after the ninth week of the semester. Students who stop attending class after the ninth week of the semester will receive an F grade.

**Classroom Conduct:**

Academic dishonesty policies and the penalty for such violations are outlined in the MWCC student handbook.

Cheating means receiving unauthorized help on an assignment, quiz or examination. It is wrong to use unauthorized sources, notes, books, and other materials during a quiz or exam. Plagiarism is submitting another individual’s work as your own, and this will not be tolerated. You must document your sources. Plagiarism is stealing; it is academically and morally wrong. Students found guilty of such a practice will receive a zero grade for the assignment, and may be subject to withdrawal from the course and college.

While in class, students are expected to cooperate and focus on learning. Students who disrupt the classroom and distract other students will be asked to leave.

Students are expected to treat faculty and fellow students with respect. Prejudiced
language and behavior are not tolerated in the classroom. It is inappropriate to raise one’s voice, use vulgar language, or attempt to intimidate another. Students should strive to be alert throughout the class, listen carefully to the instructor, media presentations, and other students. Behavior such as sleeping, reading, and studying will not be tolerated.

Food is not allowed in the classroom. College policies permit drinks that are in covered, non-glass containers. No food or drinks are permitted in studios, control rooms, edit suites, or other production facilities.

Refer to your copy of the student handbook and become familiar with other college policies and procedures.

**Statement on Disabilities**

Students with documented disabilities (physical, emotional, learning, and/or others) who believe that they may need accommodations in this class are encouraged to contact the Counselor for Students with Disabilities in Room 135, or at extension 120, as soon as possible to ensure that such accommodations are implemented in a timely fashion.

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**BCT 212 Class Schedule:**

Reading should be completed before the class meeting for which they are listed and students should be prepared to discuss the assigned readings in class.

**UNIT 1**

January 19 Course Introduction

What is Multicamera Production?

Read: Chapter 1

January 24, 26 Production Facilities and Personnel

Read: Chapters 2 and 3

January 31, February 2 The Studio Production

Read: Chapter 19

**UNIT 2**

February 7,9 Camera Basics

Read: Chapter 7

February 14, 16 Using the Camera

Read: Chapter 8

**UNIT 3**

Exam 1

February 21 The Persuasive Camera

Read: Chapter 9

February 23 *Monday schedule – No classes*

February 28, March 1 Creating Effective Images

Read: Chapter 10

March 2,3 *Gardner Rotary TV Auction*

March 6,8 Television Graphics

Read: Chapter 11

**UNIT 4**

March 20, 22 Lighting for Television

Read: Chapter 12
March 27, 29 Backgrounds and Sets  
**Read:** Chapter 13  
*Exam 2*  

**UNIT 5**  
April 3, 5 Production Practices  
**Read:** Chapter 18  
April 10, 12 Remote Production  
**Read:** Chapter 21  

**UNIT 6**  
April 17, 19 Recording and Distribution  
**Read:** Chapter 16  
April 24, 26 Multicamera Postproduction  
**Read:** Chapter 17  

**UNIT 7**  
May 1, 3 Video Technology and Engineering  
**Read:** Chapters 4 & 22  
*Exam 3*  
May 4 - 8 **FINAL EXAM** as scheduled by MWCC Administration  
It may become necessary to change the schedule to accommodate special opportunities or include additional topics of interest.