

---

(Spring 2017)

Los Angeles

Tuesday 6:30 pm –9:00 pm

# DC 499

## Internship in Media Production/Post -Production

---

Assistant Professor: Tim Peternel  
E-Mail: [tpeterne@cdm.depaul.edu](mailto:tpeterne@cdm.depaul.edu)  
LA Phone: 310-569-6323

---

### Course Description

This course offers students an excellent opportunity to gain professional experience, industry contacts, and referrals while still in school. This program features internships in motion picture production, post-production, advertising, television, animation, motion graphics and interactive media. Admission to the program requires consent of internship course instructor. Current work experience plus classroom time is required. Supervisor evaluation will contribute to the final grade.

### Course Goals

The purpose of this class is for the student to gain professional experience working in the Entertainment Industry through their internships, focusing on the following key objectives for the quarter:

1. Students will gain valuable hands on experience and knowledge of how the entertainment industry operates through their internships and class events.
2. Students will further enhance their film knowledge and skills through their daily experiences in their internships and class events.
3. Students will develop valuable contacts and work relationships through their internships and class events.

### Class Schedule

NOTE: *This schedule is subject to change. Please consult class calendar and Professor emails for the most up to date schedule for student postings, readings, assignments, and all-due dates.*

## **Week 1 (Wednesday March 29<sup>th</sup>)**

Introduction to LA Quarter courses and each other.

Review syllabus and class requirements.

\* Internship Expectations Paper Due Following Week by April 4th (post on D2L).

\* *Begin Weekly Journals (Due Sunday Night April 2<sup>nd</sup> - post on D2L)\*.*

## **Weeks 2 – 5**

Students work at their daily internships.

Classroom Discussions on Working in Hollywood.

\*\*\**Continue Weekly Journals (post Sunday nights on D2L)\*\*\*.*

## **Weeks 6 - 10**

Students work at their daily internships.

Classroom Discussions on Working in Hollywood.

\**Continue Weekly Journals (post Sunday nights on D2L).*

\**Employer Review of You due June 6<sup>rd</sup> (post on D2L)*

\**Final Internship Reflection Paper Due June 6<sup>th</sup> (Post on D2L)*

## **Evaluation**

Internship Expectations Paper	15%
Weekly Journals	30%
Employer Review of You	30%
Final Internship Reflection Paper	15%
Class Participation	10%

A = 100-93, A- = 92-90, B+ = 89-88, B = 87-83, B- = 82-80, C+ = 79-78, C = 77-73, C- = 72-70, D+ = 69-68, D = 67-63, D-

= 62-60, F = 59-0. A indicates excellence, B indicates good work, C indicates satisfactory work, D indicates unsatisfactory work, and F is a failure to demonstrate an understanding of course concepts.

## **ASSIGNMENT DETAILS**

### Internship Expectations Paper

#### **Evaluation:**

This assignment is worth 15% of your final grade.

#### **Assignment Description**

The student will write a one to two page double space essay of their expectations and goals for their internships and experiences on the LA Quarter.

The purpose of this assignment is for the student to take a moment and contemplate about what they would to accomplish while working in Los Angeles and taking classes at night on The Lot.

The paper should be used as guideline for them to then meet their goals throughout the LA Quarter, and to maximize their time while working in Hollywood at their various internships.

This assignment is **due on April 4<sup>th</sup>**. Please post paper on D2L.

### Weekly Journals

#### **Evaluation:**

This assignment is worth 30% of your final grade.

#### **Assignment Description**

The student will keep a weekly journal about their experiences on their internships, and academic related activities in Los Angeles. The student should write about what they learned while working at their internships and anything they feel is worth mentioning about their time in Los Angeles.

The journals should be no more than one page, double-spaced, in length.

Please post the weekly journals on the D2L website **by Sunday night** of each week.

### Employer Review of You

Due Date June 6<sup>th</sup>

## Evaluation:

This assignment is worth 30% of your final grade.

## Assignment Description

The student will have the employer at their internship write a short review of your performance while at their company. The student is to have the employer email the Professor directly by the above due date.

## Final Internship Reflection Paper

## Evaluation:

This assignment is worth 15% of your final grade.

## Assignment Description

The student will write a one to two page double space essay of their experiences and accomplishments on their internships. The paper should reflect upon whether they met their goals from their initial Expectations Essay, and how their views on the entertainment industry have grown or changed during their time working in Los Angeles.

This assignment is due on June 6<sup>th</sup>. Please post paper on D2L.

## Course Policies

**Attendance:** Classroom attendance is MANDATORY. More than one “excused” absence (doctor’s note, Dodgers game, etc) will result in a lowering of grade per each absence.

**Deadlines:** Strict Adherence to deadlines is expected. Materials presented or posted late will result in a negative grade for the particular assignment.

**School policies:**

**Online Instructor Evaluation**

**Evaluations are a way for students to provide valuable feedback regarding their instructor and the course.**

**Detailed feedback will enable the instructor to continuously tailor teaching methods and course content to meet the learning goals of the course and the academic needs of the students. They are a requirement of the course and are key to continue to provide you with the highest quality of teaching. The evaluations are anonymous; the instructor and administration do not track who entered what responses. A program is used to check if the**

student completed the evaluations, but the evaluation is completely separate from the student's identity. Since 100% participation is our goal, students are sent periodic reminders over two weeks. Students do not receive reminders once they complete the evaluation. Students complete the evaluation online at <https://mycti.cti.depaul.edu/mycti>

#### **Email**

Email is the primary means of communication between faculty and students enrolled in this course outside of class time. Students should be sure their email listed under "demographic information" at CampusConnect is correct.

#### **Academic Integrity Policy**

This course will be subject to the academic integrity policy passed by faculty. More information can be found at <http://academicintegrity.depaul.edu/>

#### **Plagiarism**

The university and school policy on plagiarism can be summarized as follows: Students in this course should be aware of the strong sanctions that can be imposed against someone guilty of plagiarism. If proven, a charge of plagiarism could result in an automatic F in the course and possible expulsion. The strongest of sanctions will be imposed on anyone who submits as his/her own work any assignment which has been prepared by someone else. If you have any questions or doubts about what plagiarism entails or how to properly acknowledge source materials be sure to consult the instructor.

#### **Incomplete**

An incomplete grade is given only for an exceptional reason such as a death in the family, a serious illness, etc. Any such reason must be documented. Any incomplete request must be made at least two weeks before the final, and approved by the Dean of the College of Computing and Digital Media. Any consequences resulting from a poor grade for the course will not be considered as valid reasons for such a request.

#### **Resources for Students with Disabilities**

Students who feel they may need an accommodation based on the impact of a disability should contact the instructor privately to discuss their specific needs. All discussions will remain confidential. □ To ensure that you receive the most appropriate accommodation based on your needs, contact the instructor as early as possible in the quarter (preferably within the first week of class), and make sure that you have contacted the Center for Students with Disabilities (CSD) at: □ Student Center, LPC, Suite #370 □ Phone number: (773)325.1677 □ Fax: (773)325.3720 □ TTY: (773)325.7296

