

**TV 271**  
Section 601

**Introduction to Television Production**

Spring Quarter 2018

Room: DePaul Center, 1 E. Jackson Blvd.,  
Room C106C

Mondays 10:00am – 1:15pm

Course Management System: D2L

Instructor: Lisa Weiss

Office Hours: Tuesdays and Thursdays  
10am – 11:00am,  
CDM 432

Email: [LWEISS7@depaul.edu](mailto:LWEISS7@depaul.edu)

**Course Description:**

An introduction to the basic principles, procedures, and techniques of television production. The course heavily utilizes Digital Cinema's TV studio. Students are organized in teams and create various TV broadcasts. Students learn how to operate TV switchers, TV cameras, sound, and graphics equipment. The course covers the fundamentals of producing, scripting, directing, and editing for television.

We will develop technical and aesthetic abilities in order to produce episodic TV content for a variety of distribution platforms. Whether it is a single-camera or a multi-camera episode, we will discuss and practice different production and directing strategies to achieve them. There will also be a small technical exploration of cinematography and editing to complement the student's knowledge in these fields.

**Learning Outcomes:**

Upon successful completion of this course students will:

- Recognize the dynamics of the production processes in a TV show whether it is single or multi-camera.
- Produce a single-camera TV show using basic production techniques.
- Produce a multi-camera live TV show using basic production techniques.
- Complete the pre-production, production and post-production processes involved in the creation of scripted and unscripted TV shows.

## Reading:

Required: Zettl, Herbert (2009) **VIDEO BASICS 7**; Wadsworth Publishing; ISBN-10: 1111344469; ISBN-13: 978-1111344467

## Recommended:

Del Valle, Robert. (2008) **THE ONE-HOUR DRAMA SERIES: PRODUCING EPISODIC TELEVISION**; Silman-James Press; ISBN-10: 1879505967; ISBN-13: 978-1879505964

Gross, Lyne S. / Foust, James C. (2012) **VIDEO PRODUCTION: DISCIPLINES AND TECHNIQUES**; Holcomb Hathaway Publishers; ISBN-10: 1934432504; ISBN-13: 978-1934432501

Zettl, Herbert (2011) **VIDEOLAB 4.0**; Wadsworth Publishing; ISBN-10: 1111348901; ISBN-13: 978-1111348908

You are also invited to read *Variety* and *The Hollywood Reporter* magazines to follow the newest developments in this thriving industry. Lectures will be supplemented with handouts from the instructor over the course of the quarter.

## Online Course Management System:

D2L: <https://d2l.depaul.edu/d2l/home>

Here students will find lecture slides, lecture videos, links to streams of the episodes for this course, as applicable, and any other relevant information they may need. This is where students will upload assignments for this course. Login with Campus Connect information.

## Grading:

Final grades will be based on one producing/directing exercise, two group productions (Variety and Scripted Drama), as well as class participation and attitude. Details on all assignments will be given as the term progresses.

### **1.- Producing/Directing Exercise: One on One - Directing Actors – 2 to 4 min.** 30%

It will be produced in teams of two, one student will serve as producer and the other as director. This is a scene with several characters all played by the same actor. By practicing directing techniques the student will make the scene work fluently, and achieve the illusion of the different characters engaging one another.

**2.- Group Production Variety– 24 min.** 30% This assignment will consist of a complete Live Television production made in the TV studio at the University. It must include at least two anchors and one live performance. There will be video feeds and pauses for commercials that have to be taken into account.

**3.- Group Production Scripted Drama – 7 min episodes.** 30% Teams of 4, maximum 5 students, will be required to produce a segment of a 7-minute single-camera scripted program. The show will be built with interruption, segmentation and polysemy, that is to say, using TV's structure. It should emphasize climax growth and cliffhanger towards breaks. One of the student teams will serve as the Showrunning Team/Executive Producers. Their responsibility will be to oversee the overall production demanding the same *high quality* for all segments produced by the other groups.

**4.- Class Participation. 10%**

### **Grading Standards:**

Letter Grade	Minimum % of Total Points	Letter Grade	Minimum % of Total Points
A	92	C+	78
A-	90	C	72
B+	88	C-	70
B	82	D+	68
B-	80	D	60
		F	0

### **Course Policies:**

#### **1. Participation**

Students are expected to participate in all class discussions by asking questions, adding comments or constructive criticism of creative work.

#### **2. Attendance**

Attendance is part of your class participation grade. You are expected to attend all class periods. If you must miss a class or a deadline, make sure to plan ahead and inform the instructor in advance. Calling in advance does not automatically excuse an absence or a missed deadline, but it is the only way to present your case. If you fail to communicate before the next class period to explain an absence or a missed deadline, the absence will not be excused and the work will not be accepted. Please note that work, non-emergency medical and dental appointments, and other personal engagements are not grounds for excused absences or missed assignments.

In order to petition for an excused absence, students who miss class due to illness or significant personal circumstances should complete the Absence Notification process through the Dean of Students office. The form can be accessed at <http://studentaffairs.depaul.edu/dos/forms.html>. Students must submit supporting documentation alongside the form. The professor reserves the sole right whether to offer an excused absence and/or academic accommodations for an excused absence.

### **3. Tardiness**

Tardiness, both in this course and in life, demonstrates disrespect for other people's time. Respect is crucial in this course, both in our discussions and our behavior. Class begins at 10:00am and you are expected to be in your seat and ready to begin class at that time. After 10:15am, you will not be allowed into the room and you will be marked absent. Please be on time.

### **4. Missed Assignments or Unfinished Projects**

Missing work is treated as a 0. Late work is not accepted except under rare circumstances in which a student has a good reason to need an extension and has been proactive in pursuing one.

### **5. Attitude**

My evaluation of your attitude and attention will be based on your participation during discussions as much as it will be based on your assertiveness when making a comment. Respectful decorum is expected at all times in this course, particularly when we discuss politics and each other's creative work. If you are disrespectful of others, your participation grade will be negatively impacted.

### **6. Use of Technology**

Cellular phones and other similar devices will not be tolerated. Make sure your phone is silenced. Be advised that if I see you on your phone, you will be called on next. Laptop computers may only be used for note taking.

### **7. Uncivilized Behavior**

Even though you are students who must constantly thrive to grow, we need to act professionally. There will be no tolerance for uncivilized behavior. We will maintain a respectful, professional atmosphere in this course.

### **8. Ethics**

Although your grade does not contain an ethics component, honesty is expected in this course. You are expected to do your own work. By accepting this syllabus, you are indicating that you understand the seriousness of academic dishonesty and the harsh penalties involved. You are also indicating that you understand what constitutes academic dishonesty. You are also expected to be respectful when discussing the work of your peers. If you find fault in a student's work, you are expected to express this sentiment politely.

### **9. Academic Integrity and Plagiarism**

Plagiarism, cheating and/or fabrication will not be tolerated. These are serious offenses == both in this course and in media careers. Thus I reserve the right to drop any student with an F (0%) if he/she engages in any form of academic dishonesty. I further reserve the right to recommend other sanctions as may be appropriate. This course will be subject to the university's academic integrity policy.

More information can be found at <http://academicintegrity.depaul.edu/>. If you have any questions be sure to consult with your professor.

## **10. Withdrawal**

All students are required to manage their class schedules each term in accordance with the deadlines for enrolling and withdrawing as indicated in the University Academic Calendar. Information on enrollment, withdrawal, grading and incompletes can be found at:

<http://www.cdm.depaul.edu/current%20Students/Pages/PoliciesandProcedures.aspx>

Students who withdraw from the course do so by using the Campus Connection system <http://campusconnect.depaul.edu>. Withdrawals processed via this system are effective the day on which they are made. Simply ceasing to attend, or notifying the instructor, or nonpayment of tuition, does not constitute an official withdrawal from class and will result in academic as well as financial penalty.

## **11. Retroactive Withdrawal**

This policy exists to assist students for whom extenuating circumstances prevented them from meeting the withdrawal deadline. During their college career students may be allowed one medical/personal administrative withdrawal and one college office administrative withdrawal, each for one or more courses in a single term. Repeated requests will not be considered. Submitting an appeal for retroactive withdrawal does not guarantee approval.

College office appeals for CDM students must be submitted online via MyCDM. The deadlines for submitting appeals are as follows:

Autumn Quarter: Last day of the last final exam of the subsequent winter quarter

Winter Quarter: Last day of the last final exam of the subsequent spring quarter

Spring Quarter: Last day of the last final exam of the subsequent autumn quarter

Summer Terms: Last day of the last final exam of the subsequent autumn quarter

## **12. My Email Policy**

I encourage you to take advantage of my posted office hours if you have questions or need assistance. I will do my best to respond to emails within 24-48 hours, but I may not be able to respond immediately and will not check email regularly over the weekend. Homework is not accepted via email unless there is a malfunction with D2L. Please do not send me assignments via email unless I ask for them first.

## **13. 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:

csd@depaul.edu.

**Lewis Center 1420, 25 East Jackson Blvd.**

**Phone number: (312)362-8002**

**Fax: (312)362-6544**

**TTY: (773)325.7296**

### **Course Organization and Schedule:**

We will meet at DePaul Center C106C every Monday at 10am. I will give you some time to ask questions regarding the logistics of the assignments and their due dates and then we will proceed with the lectures, class presentations or production workshops. At 11:30 am will take a 15-minute break and we will reconvene promptly at 11:45am. We will set aside a few minutes before the class ends to answer specific questions of the projects you will be handling.

This syllabus is subject to modification; there may be several circumstances that will most likely change it. I reserve the right to amend the class schedule, or the syllabus if circumstances make it necessary. You may receive at least one revised syllabus or schedule before the quarter is over. If assignments or deadline dates change, I will inform you well in advance. Constantly reviewing D2L announcements and emails is recommended for these purposes.

Session	Date	Subject	Assignment	Due Date
1	March 26	Introduction  What is TV? Production Structure and Organization	Producing/Directing Exercise 1 – One on One  Group Production Scripted Drama	
2	April 2	Showrunning  Directing Workshop		
3	April 9	Producing and Writing Television – An organizational approach  Production Workshop		Producing/Directing Exercise 1 – One on One
4	April 16	Directing Television  Production Workshop		

5	April 23	Art Direction for Television  Prop Master, Wardrobe, Makeup & FX	Group Production - Variety	
6	April 30	Post Production for Television  Production Workshop		Group Production – Scripted Drama
7	May 7	The Television Studio: an introduction  Studio Workshop		
8	May 14	The TV Studio – Organization and Operation  Studio Workshop		
9	May 21	The TV Studio – Directing  Studio Workshop		Submission of Production Packages for Variety Shows
10	May 28	The TV Studio – Live to Tape  Final Practice		
11	June 4	FINAL – Group Production – Variety (Please note that the final is assigned for <b>8:30am</b> that day)		Group Production - Variety