Audio/Video Technology and Film 2
Syllabus
Jackson County Comprehensive High School

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Stay Connected with AVTF
Website: http://bit.ly/jcchsavtf or http://sites.jackson.k12.ga.us/jcchsbvp2/
Facebook: https://www.facebook.com/jcchsavtech
Twitter: @jcchsavtf
Instagram: @jcchsavtf
Remind: text @jcchsavtf2 to 81010

Course Description:
This one credit course is the second in a series of three that prepares students for a career in Audio Video Technology and Film production and/or to transfer to a postsecondary program for further study. Topics include Planning, Writing, Directing and Editing a Production; Field Equipment Functions; Operational Set-Up and Maintenance; Advanced Editing Operations; Studio Productions; Performance; Audio/Video Control Systems; Production Graphics; Career Opportunities; and Professional Ethics. SkillsUSA, the Georgia Scholastic Press Association, Technology Student Association (TSA) and Student Television Network are examples of, but not limited to, appropriate organizations for providing leadership training and/or for reinforcing specific career and technical skills and may be considered an integral part of the instructional program.

Georgia Performance Standards:
A complete list of the standards for this course can be found at http://www.gadoe.org/Curriculum-Instruction-and-Assessment/CTAE/Documents/Audio-Video-Technology-and-Film-II.pdf or by visiting our classroom website.

Resources:
Textbook – Video Basics 5, 5th Ed., Herbert Zettl
Workbook – Video Basics 5, 5th Ed., Herbert Zettl

Materials:
Provided by student: Folder/Binder
Paper Headphones/Earbuds
Pen/Pencil SDHC Class 10 Card (optional)

All video material produced by AVTF students becomes the property of the JCCHS AVTF program, however students who wish to keep copies of their own video work will need to bring in their own media to do so.

Evaluation:
The semester grade will be a combination of
1. Productions – As part of a production team, you will prepare studio projects, field projects and marketing projects.
2. Careers – You will explore different types of careers related to this industry to have a better idea of what you would like to do when you graduate.
3. Editing/Graphics – Advanced editing and production graphics are an important part of television, movie, and video production. You will learn more editing techniques and be introduced to production graphics.
4. Employability – Employability Skills, Safety in the Workplace, and SkillsUSA Professional Development activities
5. Operations/Maintenance – You will be learning to use a lot of new equipment and how to maintain the equipment while following appropriate safety practices.
6. Final Assessment – This will be either a final exam or a final project that will address concepts covered during the entire course.

Grading Scale:
## Coursework Average

<table>
<thead>
<tr>
<th>Category</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Productions</td>
<td>30%</td>
</tr>
<tr>
<td>Careers</td>
<td>10%</td>
</tr>
<tr>
<td>Editing/Graphics</td>
<td>20%</td>
</tr>
<tr>
<td>Employability</td>
<td>10%</td>
</tr>
<tr>
<td>Operations/Maintenance</td>
<td>30%</td>
</tr>
</tbody>
</table>

## Final Average

<table>
<thead>
<tr>
<th>Category</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coursework Average</td>
<td>90%</td>
</tr>
<tr>
<td>Final Exam/Project</td>
<td>10%</td>
</tr>
</tbody>
</table>

## Attendance and Punctuality:

Attendance and punctuality are very important. We will be producing projects that are timely and students need to be present and on time to class in order to complete them. The door to the classroom will be closed and locked at the late bell. If you arrive late, report to the office/café for a tardy slip. Please note the JCCHS Tardy policy below.

Any student who is not in the classroom when the final bell rings, will be considered tardy and must report to the cafe to receive a pass to class. The corrective action for being tardy is:

- 1st – 5th tardy - warning
- 6th tardy - 1 lunch detention and parents called.
- 7th tardy – 2 lunch detentions and parents called.
- 8th tardy – 1 day of In-School Suspension & loss of parking privileges for 2 days.
- 9th tardy – Parental suspension, loss of parking privileges for 5 days.

## JCCHS Academic Honesty Policy:

Academic dishonesty is inexcusable conduct, and will not be tolerated. Students at Jackson County High School are expected to submit work for evaluation that has been completed solely by that student, unless group assignments have been so designated. Students are expected to maintain academic integrity at all times. A student who chooses to cheat will receive a zero for the assignment, the teacher will contact the parents, and the student will be referred to the administration. For first time offenders, teachers will work with the student to establish a timeline to make up / retake the assignment; however, the highest grade they will be able to receive will be a 70. For any subsequent cheating infractions, a zero will be received for the assignment without the option to re-submit. The JCCHS Academic Honesty Policy in its entirety is available in the student handbook.

## Make-Up Work:

Students are responsible for their own make up work. Students should obtain assignments, notes, materials, information from the make-up work cabinet and/or the class website. Since this class has a lot of collaborative team work, there may be certain assignments that cannot be made up. According to the rules established in the Student Handbook, students have the number of days they are absent to make up work; tests are included in this rule as well. When absent the day before a test that has been announced on a day the student was present, the student is expected to take the test with the rest of the class as scheduled. All make-up work for the 1st half of the year will be due by the date of the mid-term exam. Missing assignments from the 1st half of the year that are not handed in by the date of the mid-term will not be accepted.

## Deadlines:

All video projects will be given deadlines. Video projects turned in late will be penalized 10 points per day and will not be accepted at all after five days late. It is solely the responsibility of the student to complete and turn in any late work. The teacher will not remind the student. The classroom will be open most days after school until 4:00 pm. Make an appointment with the teacher ahead of time if you would like to come in after school to work.

## Class Expectations:

Every student will be expected to conduct him or herself in a manner that does not interfere with the learning process. This includes students who are filming outside the AVTF classroom. Students that interfere with the ability of another teacher to teach or other students’ ability to learn will lose filming and broadcasting privileges. All lab rules and general school rules listed in the Parent/Student Handbook will be enforced. The following are important teacher expectations:

- Respect classmates, yourself, physical property, faculty and staff.
- Be on time and prepared for class.
• Give 100% effort.
Just as you expect honesty and integrity from the instructor, I expect the same from you.

Consequences:
• Verbal Warning
• Discussion with student in after class conference
• Parent contact
• Detention
• Administrative referral

Equipment:
The production equipment receives a pretty heavy workload throughout the year and can be expected to receive standard wear and tear. However, please be mindful and respectful of the value of these professional tools. We are lucky to have the facilities that we are afforded, please treat them accordingly. When just one piece of equipment is damaged, the entire program suffers.

Equipment checkout:
Students in advanced courses are given the privilege of checking out equipment overnight. Please see the Student Equipment Checkout Release Form for more information. This form must be returned signed and returned in order to check out equipment.

Food/Drinks:
Due to the sensitive nature of the equipment provided for us in our classroom, there will be no food or drinks allowed in the class, lab, studio, or control room area.

Filming Privileges:
The privilege of being able to film outside the classroom is an opportunity you will be given until you abuse that privilege. If I receive ANY negative feedback from other staff while you are out working on a project, this privilege will immediately be revoked for the remainder of the semester and you will have to limit your filming to inside our classroom.

Guidelines:
• No one is to EVER leave the classroom without an AVTF pass and signing the log
• Be respectful of others in the hallways
• All school rules apply to you while working outside this room
• Return to this room immediately after filming and before the bell rings, you are responsible for keeping track of time (I do not give late passes to class if you are running late due to your negligence.)
• Absolutely no filming:
  o In bathrooms/locker rooms
  o In empty classrooms/rooms

Class Website and Social Media:
The JCCHS Audio/Video Technology and Film website is set up for downloading important articles, worksheets, assignments, etc. Outstanding student video projects may also be uploaded and shared through the site. I try to update the site often to coincide with current projects and class work. Please visit our website for curriculum, connect to our social media for fun class activities, and use our Remind texting system to get important notifications.

Skills USA:
Skills USA is the co-curricular student organization that is affiliated with the curriculum for Audio/Video Technology & Film. All students enrolled in AVTF classes are considered members of this organization. In order to be an affiliated member, students must pay their annual local, state, and national dues which are $20 each year. As a member of this organization, students will be able to participate in leadership activities; competitive events in leadership, broadcasting, and video skills; and fun social activities. Some activities are only available to affiliated members.