

C228

Multi-Camera TV Studio Production I The Media School – Indiana University SYLLABUS - SP 2021 v1.0

Instructor: Jim Krause jarkraus@iu.edu (812) 332-1005
Office Hours: Tuesday 3 PM - 5 PM Location: RTV 350 or via Zoom

Lab Instructors: Garrett Poortinga gpoortin@iu.edu (812) 340-4451
Office Hours: Thursday 3:30PM – 5:30 PM
Josef Roberts jbronnen@iu.edu (812) 322-6010
Office Hours: Wednesday 11 AM – 1 PM
Byron Wolter bwolter@iu.edu (415) 226-8078
Office Hours: Wednesday 10 AM – 12 PM

Lectures (7908) will take place in real-time via Zoom) Monday from 3:15 PM - 4:05 PM.

Labs will take place in Franklin Hall / Beckley Studio (FF 116). The first 3 weeks will be taught in real-time, remotely via Zoom.

- Tuesday AM Lab (7911) 9:00 AM - 11:30 AM Lab Instructor: Byron Wolter
- Tuesday PM Lab (33666) 12:00 PM - 2:30 PM Lab Instructor: Byron Wolter
- Wednesday PM Lab (7910) 1:10 PM -3:40 PM Lab Instructor: Josef Roberts
- Thursday AM Lab (7912) 9:00 AM - 11:30 AM Lab Instructor: Josef Roberts
- Friday PM Lab (7909) 1:00 PM - 3:30 PM Lab Instructor: Garrett Poortinga

Check Canvas or your email for the Zoom meeting URLs/invitations. You should have two Zoom meeting invitations (one for lecture and one for lab).

Required readings & materials:

- [www.cybercollege.com](http://cybercollege.com) (http://cybercollege.com/tvp_ind.htm)
- On-line Class notes (available via the class website)
- Personal camera (a cell phone can work)
- Tripod for personal camera
- Computer & software to edit with
- ExFat-formatted USB drive to copy/transfer media (min 1 TB recommended)

Description: C228 is a hands-on course focusing on multi-camera television studio production. Students will learn technical aspects of the video signal and become proficient operating the cameras, audio board, lighting console, video switcher, character generator, and other studio equipment. Students will write scripts, interpret & block scenes, produce short TV shows, and direct individual and team projects. Lectures are spent reviewing material, readings, assignments, and projects. Labs focus on developing hands-on production skills and producing multi-camera TV productions.

Prerequisites: C223 with a grade of C- or better

Studio 7 Policies: No laptops, cellphones, or portable devices are allowed during lab – To reduce distractions and focus attention, please keep your devices powered down and out of sight during lab. 2 points will be deducted each time your personal device distracts you from carrying out your duties during a production.

COVID-19 Safety: The pandemic-related safety guidelines are too large to fit into a syllabus, but you can access them through this link: <https://covid.iu.edu>. As a reminder, masks **MUST** be worn inside the RTV Building and Franklin Hall and everyone must practice physical distancing. Please plan for extra time when checking out or returning gear and take note of the locations of cleaning/sanitizing supplies in Studio 7 and throughout the building.

Attendance and punctuality at lab and lecture are required. Be on time and dependable (two attributes required for success). Your classmates and instructor will appreciate it. **Every week there are graded, in-class production exercises, which cannot be made up if missed!** If you are sick, call or e-mail your instructor and AI *before class* and bring a doctor's note to the next class. If you are working on a group project, contact your group ASAP so they can make alternative plans. Even given an excused absence or sickness, it is the student's responsibility to make up work with a 4-page paper or equivalent production work. **Repeated absences, tardiness, and lack of participation will result in a reduced grade and possibly failure.** (Media School policies state that an F grade will be assigned if students miss more than 20% of their classes.) **Students must be visible and participate in Zoom sessions in order to be counted as being present.** It is the student's responsibility to inform instructors of any Religious Holy Days/Holidays conflicts or special needs *no later than the second week of the semester* so that reasonable accommodations may be provided. University policies can be found at: <https://policies.iu.edu/index.html>

Lab Protocol: Beckley/Studio 7 contains a great deal of expensive and delicate equipment. Please treat the gear carefully. Report any problems to the lab instructor or studio engineer immediately. **At the end of lab, please do not leave until chairs, ladders, set pieces, props, cameras, microphones and other gear are all properly cleared and stored.**

Procrastination & Murphy's Law: Producing videos is not like writing papers and carrying out other homework (often put off until the night before it's due). Talent must be coordinated, scheduled, and rehearsed in advance. Graphics and sound cues must be created ahead of time, and props, costumes and proper wardrobe obtained. **Procrastinating creates problems and stress. ALWAYS make backup copies of all your work, media and anything you do.**

Grading: You grade will be based on your understanding of class materials and your competence with skills demonstrated in the studio. There are short quizzes, a final exam, written critiques, and hands-on studio projects every week, which altogether total 300 points. There are no make-ups for missed quizzes, assignments, and productions. **Assignments must be turned in on time or not at all.**

Your score out of 500 will be resolved into a percentage of 100. The final grading criteria is: A+ = 98-100, A = 94-97, A- = 90-93, B+ = 87-89, B = 84-86, B- = 80-83, C+ = 77-89, C = 74-76, C- = 70-73, D+ = 67-69, D = 64-66, D- = 60-63, F = below 60.

----- **C228 Grading Criteria - 300 total points** -----

- 4 Week 1 Bio/Expectations Exercise
- 6 Week 1 Camera Framing & Output Exercise (at home lab exercise)
- 10 Critical Viewing Exercise
- 10 Week 2 Multi-Camera Blocking Exercise (at home lab exercise)
- 10 Week 3 Graphics Exercise (at home lab exercise)
- 5 Week 4 Studio 7 Tour/Orientation
- 10 Week 5/6 Studio 5 Profiles (production & camera duties)
- 4 Week 7/8 "Studio 5 Perspectives" Topic & talent duties (Create topic and host a talk show.)
- 8 Week 7/8 "Studio 5 Perspectives" Part 1 (Produce a talk show.)
- 8 Week 7/8 "Studio 5 Perspectives" Part 2 (Run audio for a talk show.)
- 15 Week 9 News Update/feature story (group rotation exercise). You will be graded on:
 - News story & script (5 pts)
 - One "over the shoulder" (OTS) graphic & one background graphic/video (5 pts)
 - Production/direction/execution (5 pts)
- 20 Week 10/11 Demonstration Video (part 1) Working in small groups, students produce a demonstration video. You will be graded on:
 - Pre-Production: (6 points – individually graded. Includes: proposal, treatment, storyboarded key shots, & floor plan.
 - Production (10 pts – group grade)
 - One-page critique (4 pts)
- 30 Week 12 Dramatic/Comedic Scenes (Group production) You will be graded on:
 - Proposal & pitch (5 pts – individually graded)
 - Pre-production work & packet: Includes script, graphics, floor plan, lighting plan, camera shot sheets, prop list, etc. (10 pts – group grade)
 - Production (10 pts – group grade)
 - One-page critique (5 pts)
- 10 Week 13 Performance Project (participation & critique)
- 20 Week 14 Remote Multi-camera Proposal & Budget
- 30 Week 14/15 Final Projects (Group production) You will be graded on:
 - Proposal & pitch (5 pts – individually graded)
 - Pre-production work & packet: Includes script, graphics, floor plan, lighting plan, camera shot sheets, prop list, etc. (10 pts – group grade)
 - Production (10 pts – group grade)
 - 2-page Final Project & Class Critique (5 pts)
- 50 Quizzes 1-5 (10 points each)
- 30 Final Exam
- 20 In-class participation & attitude
- 300 Total Points**

----- C228 Schedule -----

WEEK 1 VIDEO CAMERAS 101- (No lecture - Labs meet via Zoom)

Readings:

- [Cybercollege](#) units 10, 12, 13 & 15

LAB: Welcome/Introductions

Due:

- Bio/Expectations

PRODUCE: (At home) Camera Framing and Output Exercise

WEEK 2 VIDEO CAMERAS 202

1/25

Readings:

- [Cybercollege](#) units 16, 17, 20 & 21

LAB: Due:

- Camera Framing Exercise
- Critical Viewing Exercise

PRODUCE: (At home) Multi-Camera Blocking Exercise

WEEK 3 GRAPHICS

2/1

Readings:

- [Refresher Training - Chyron](#) (video)
- [Jim's Graphics Overview](#)
- [Jim's Graphic Tips](#)

LAB: Due:

- (At home) Multi-Camera Blocking Exercise

PRODUCE: (At home) Graphics Exercise

CLASSES RESUME ON CAMPUS! - Lectures will remain live, Zoom sessions, but labs will be meeting in Beckley/Studio 7 (FF116).

WEEK 4 STUDIO TOUR & ORIENTATION

2/8

Readings:

- [Basic Training – Robotic Camera Controller](#) (video)
- [GV Switcher Training 01](#) (video)
- [Refresher Training – Summit](#) (video)

LAB: Due:

- (At home) Graphics Exercise

QUIZ #1 (Cameras & Graphics)

Studio 7 Tour / Station Rotation (Students learn duties of each station)

WEEK 5
2/15

FUNDAMENTALS OF AUDIO

Readings:

- [Cybercollege](#) units 37, 38 & 39 (Sound)

LAB:

NO TUESDAY LABS (Wellness Day :-)

Microphone techniques, cable care, and audio mixing/monitoring

PRODUCE: “Studio 7 Profiles” (Rotation exercise TV show - part 1)

WEEK 6
2/22

LIGHTING BASICS

Readings:

- [Cybercollege](#) units 27, 28, 29, & 30 (lighting)
- [Arri Lighting Handbook](#)

LAB:

Lighting Basics

PRODUCE: “Studio 7 Profiles” (Rotation exercise TV show - part 2)

WEEK 7
3/1

LIGHTING 2 - ENHANCING THE LOOK

QUIZ #2 (Sound & Lighting)

LAB:

DUE:

- Demonstration Video – Proposal, preproduction packet, & pitch

PRODUCE: “Studio 7 Perspectives” (Rotation exercise TV show – part 1)

WEEK 8
3/8

PRODUCING SIMPLE TALK SHOWS

Readings:

- [Cybercollege](#) units 57 (timecode) & 60 (video switchers)

LAB:

DUE:

- Dramatic/Comedic Scene – Proposal & pitch

PRODUCE: “Studio 7 Perspectives” (Rotation exercise TV show – part 2)

WEEK 9
3/15

VIDEO SWITCHER SKILLS / SIGNAL FLOW / NEWS PRODUCTION

Readings:

- [Cybercollege](#) units 57 (timecode) & 60 (video switchers)

LAB:

Quiz #3 (Studio technology & signal flow)

DUE:

- News graphics & script

PRODUCE: “Studio 7 News Update”

WEEK 10
3/22

PRODUCTION PERSONNEL

Readings:

- [On-line class notes](#)

LAB:

NO WEDNESDAY LAB (Wellness Day :-)

PRODUCE: Demonstration Videos (1st set)

WEEK 11
3/29

CAPTURING LIVE PERFORMANCES

Readings:

- [On-line class notes](#)

LAB:

QUIZ #4 (Production personnel)

DUE:

- Dramatic/Comedic Scene Pre-production packet (Group Grade)
- Final Project Proposal and Pitch

PRODUCE: Demonstration Videos (2nd set)

WEEK 12
4/5

LEGAL AND INTELLECTUAL PROPERTY ISSUES

Readings:

- [On-line class notes](#)

LAB:

DUE:

- Demonstration Video critique

PRODUCE: Dramatic/Comedic Scene

WEEK 13
4/12

REMOTE PRODUCTIONS & DISTRIBUTION

Readings:

- [On-line class notes](#)

LAB:

QUIZ #5 (Legal issues & remote production)

DUE:

- Dramatic/Comedic Scene Critique
- Final Project Pre-production Packet (Group Grade)

PRODUCE: Performance Project

WEEK 14
4/19

ADVANCED PRODUCTION TECHNOLOGIES

Readings:

- [On-line class notes](#)

LAB:

NO THURSDAY LAB (Wellness Day :-)

DUE:

- Performance Project Critique
- Remote Multi-Camera Proposal & Budget Exercise (Due by Friday, April 23)

PRODUCE: Final Projects I

WEEK 15
4/26

FINAL EXAM PREP. SESSION

LAB:

PRODUCE: Final Projects II

DUE:

- 2-page Final Project/Class Critique (Due by Friday, April 30)

WEEK 16

FINAL EXAM

FINAL EXAM: The Spring C228 Final Exam (scheduled by the Registrar) is Monday, May 3rd from 10:10 AM – 12:10 PM. It will be administered through Canvas and should take under an hour.