

# Audio/Visual Production I Syllabus

Overton High School 2024-2025

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## Course Description

A/V Production I is a foundational course in the Arts, A/V Technology, & Communications cluster for students interested in A/V (audio/visual) production occupations. This course will develop students' ability to explain and complete the phases of the production process including pre-production, production, and post-production. Students will establish basic skills in operating cameras, basic audio equipment, and other production equipment.

## Course Objectives

By the end of A/V Production I, students will be able to:

1. Use basic video and audio equipment safely and correctly
2. Understand the main steps in creating media: planning, filming, and editing
3. Write simple scripts for news stories and short videos
4. Conduct basic interviews and gather information for stories
5. Use simple editing software to put together short videos
6. Recognize different types of media and how they're used
7. Start thinking about the responsibility of media makers
8. Learn about different jobs in the media industry
9. Work in teams to create small media projects
10. Begin building a portfolio of their media work

## Classroom Expectations

Students will be expected to adhere to district and school policy, in addition to the Classroom Community Guidelines outlined at the end of the syllabus. Students are also prohibited from utilizing cell phones during instructional time, unless explicitly permitted. For safety reasons, students may only charge their cell phones in the designated location. Please be aware that parents/guardians may be liable for any damage to studio equipment due to failure to abide by rules, guidelines, or protocols. Also be aware that the syllabus is subject to change at the discretion of the instructor.

A student meeting classroom expectations will display the following behaviors:

- They are seated and working when the tardy bell rings
- They are respectful in speech and action towards classmates and the instructor
- They actively listen during instruction, actively participate in class, and complete all assignments (which includes being ears free and hands free of unpermitted devices)
- They maintain a clean workspace and ensure trash is placed in the proper receptacle (which means that eating or drinking in the studio is prohibited)
- They follow classroom safety guidelines

## Required Supplies

1. A dedicated notebook for this class OR a section in a three-ring binder
2. A class specific Google Drive Account for Portfolio Work
3. Pen/Pencil

## Course Content Overview

- Safety in Using Media Equipment
- Basic Camera Operations
- Introduction to Sound Recording
- Simple Editing Techniques
- Writing for Different Media Types
- Basics of Interviewing
- Understanding Different Media Formats (News, Documentaries, Short Films)
- Introduction to Media Ethics
- Exploring Media-Related Careers
- Teamwork in Media Production
- Starting Your Media Portfolio

## Grading Policy

Per district policy, students are provided with an opportunity to earn at least 17 grades per quarter, distributed among the following categories with the following weights:

- Homework: 10% (min. of 4 grades)
- Class Participation: 5% (min. of 4 grades)
- Classwork: 35% (min. of 4 grades)
- Projects/Portfolios/Presentations: 10% (min. of 1 grade)
- Assessments: 40% (min. of 4 grades)

In addition to this, students will be assessed using rubrics based on:

- Quality of work and adherence to instructions
- Assessments of growth and knowledge (Quizzes & Tests)
- Teamwork; including leadership, dependability, and personal responsibility

### **Grading Scale:**

A: 100-90      B: 89-80                      C: 79-70                      D: 69-60                      F: Below 60

## Classroom Community Guidelines

### **Mutual Respect**

Treat others with respect, even when you disagree, and speak one at a time.

### **Assume Good Faith**

Believe your classmates are trying their best unless proven otherwise.

### **I Speak For I**

Share your experiences, but don't assume they apply to everyone.

### **Wait, Why Am I Talking?**

Consider if your contribution is necessary and on-topic before speaking.

### **Make Space, Take Space**

Don't dominate conversations; encourage others to participate.

### **Listen Actively**

Pay attention and seek clarification when needed.

### **One Person, One Mic**

Allow others to finish speaking before you start.

### **Own Your Mistakes**

Admit when you're wrong and be forgiving of others' mistakes.

## Syllabus and Classroom Community Guidelines Agreement

I have read the syllabus and community guidelines. I understand and agree to abide by them. I understand and accept that my failure to abide by this contract with my peers and teacher will result in disciplinary action consistent with school and district policy.

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Student Printed Name

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Student Signature

I have read the syllabus and community guidelines. I understand and agree to hold my student to the expectation that they will abide by these guidelines. I understand and accept that my student's failure to abide by this contract with their peers and teacher will result in disciplinary action consistent with school and district policy.

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Parent Printed Name

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Parent Signature

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Date