



Mar Vista High School

TELEVISION, FILM & DIGITAL MEDIA



Instructor	Alejandro Ramirez	Textbook:	Online Lynda.com
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Industry Sector:	Arts, Media & Entertainment	Pathway:	: Media and Design Arts, Production and Managerial Arts
Industry Certifications:	Adobe Certified Associate (Adobe Premier pro & After Effects)		
A-G	F	Articulated:	No

PREREQUISITES:

None (Preferred Course: Multimedia, Computer Graphics and Computer Fundamentals)

COURSE DESCRIPTION:

This course provides entry level training in the TV, Film & Digital Media. Instruction covers the following areas of Computer Multimedia Applications, Media Production, Pre-Production and Post-Production, Distribution and Formats and Digital Audio Production. Students will use computers, video cameras, tripods, microphones, lights, and industry software: Premier Pro and After Effects. Approximately 260 hours are needed to complete this course.

PATHWAY:

: Media and Design Arts, Production and Managerial Arts

Students who complete the pathway will need to take the following courses:

Computer Graphics Design and TV and film

Sample occupations associated with this pathway:

Film and Video Editors, Photographic Process Workers, Processing Machine Operator, Producers, Photographers, Prepress Technicians, Workers Directors- Stage, Motion Pictures, Television, Radio, Multimedia Artists, Animators, Camera Operators, Television, Video, Motion Picture

RECOMMENDED SUPPLIES AND MATERIALS:

It is highly recommended that students purchase a flash drive on which to store their work. Students may use a notebook for notes or keep them on the computer and back them up to their flash drive.

EXPECTATIONS:

- Punctuality and attendance
- Willingness to learn
- Positive attitude
- Teamwork
- Observance of all school policies
- Observance of computer lab rules

ASSIGNMENT POLICY:

All assignments are due at the beginning of class on the due date. Students who do not turn in their assignments and/or projects on the due date will be given an opportunity to turn in the assignment and receive half credit. Homework will not be accepted if it's more than one day late.

Students who are absent the day work is assigned will have one day to complete homework assignments. Students missing practical activities will have to make arrangements to make up the work. It is the student's responsibility to contact the instructor to find out what work the student missed.

GRADING POLICY:

Academic grade will be based on class work, assignments, quizzes, tests and projects.

Scholastic Grading:

A+ 97 – 100%	C 73 – 76%
A 93 – 96%	C- 70 – 72%
A- 90 – 92%	D+ 67 – 69%
B+ 87 – 89%	D 63 – 66%
B 83 – 86%	D- 60 – 62%
B- 80 – 82%	F below 60%
C+ 77 – 79%	

Citizenship Grading:

Citizenship grade will be based on class participation, conduct and attendance.

A Outstanding, Always On-Task	D Below Average, Generally Off-task, Disruptive
B Good, Generally On-task	F Undesired Actions, Off-task, Disruptive
C Average, Often Off-task, Non-disruptive	

TENTATIVE* COURSE SCHEDULE AND ASSESSMENTS:

Semester 1

Unit 1: Introduction to Media Production Technology

Unit 2: Job Descriptions & Employment Opportunities

Unit 3: Basic Safety

Unit 4: Introduction to Computer Operation

Unit 5: Introduction to Computer Multimedia Applications

Unit 6: The Creative Process

Unit 7: Production Roles

Unit 8: Introduction to Script Writing & Storyboards for Film, Video and Digital Media

Unit 9: Video Production

MVHS Daily Morning News all two semesters are required

Semester 2

Unit 1: Audio Recording

Unit 2: Distribution

Unit 3: Film/Video Theories & Techniques

Unit 4: Film Study

Unit 5: Industry Practices and Responsibilities

Unit 6: Film /Video Projects

Unit 7: Media Careers

MVHS Daily Morning News all two semesters are required

*** The unit and assessment dates are subject to change at the instructor's discretion**

Midterm and Final will be given 2 weeks prior to the end of the semester

COURSE SPECIFIC SAFETY RULES:

Students and teachers have the right to a safe and comfortable learning environment based on mutual respect. Any behavior or attitude that interferes with this learning environment will not be tolerated.

1. Students must be in their assigned seats with necessary supplies, (sharpened pencils, paper, etc.), when the tardy bell rings. Students will be counted as late if they are not ready when the tardy bell rings. Excessive tardiness will result in the lowering of the student's citizenship grade.

2. THERE WILL BE NO TALKING ALLOWED WHEN THE INSTRUCTOR, GUEST SPEAKER, OR OTHER STUDENTS ARE ADDRESSING THE CLASS (as in presentations).

3. NO CELL PHONES, IPODS, ETC. WILL BE ALLOWED IN CLASS. All students must turn these items off and place them out of sight BEFORE they enter the classroom and they must remain off and out of sight until the final bell rings. IF STUDENTS ARE CAUGHT WITH THESE ITEMS VISIBLE, THEY WILL BE CONFISCATED AND SUBMITTED TO THE AP FOR PARENT PICK-UP.

4. CLASSES ARE HELD IN RM 710 MULTIMEDIA CENTERS, THEREFORE, NO FOOD, DRINKS OR GUM ARE ALLOWED IN CLASS.

5. Students may not do work from another class during class time unless they have completed and submitted the day's assignment(s) for this class, any assignments missed due to absence and have been given free time.

6. Students are expected to participate in all classroom discussions and activities. Those not participating will lose points on their participation grade.

7. All rules found in the Mar Vista High School Student Handbook will be enforced at all times.

8. NO INAPPROPRIATE USE OF THE INTERNET / EQUIPMENT (EX: GAMES, MUSIC, SOCIAL NETWORKING SITES, ETC.)

9. NO LOUD TALKING OR FOUL LANGUAGE

10. STUDENTS WILL STAY IN THEIR SEATS UNTIL THE INSTRUCTOR DISMISSES THE CLASS (Violations of these rules will affect classroom citizenship grade)

INTERNET USE:

Computer / Internet Use Agreement

Access to the Internet is a wonderful opportunity to interact with the world at large. The opportunity brings with it a number of responsibilities. In order for your student to use the internet services available at Mar Vista High School, please take a moment to sign the internet use agreement below and return it to me via email or your student. It will be counted as your student's first homework assignment.

The computer/internet agreement that follows:

1. The use of any Mar Vista High School computer which provides access to the Internet is a privilege which may be revoked by instructors, staff, or administrators at any time for abusive or inappropriate conduct. Such conduct would include, but is not limited to, the placing of unlawful information on or through the computer system, accessing another person's files or e-mail, and the use of obscene, abusive, or otherwise objectionable language or images in either public or private files or messages.
2. Because of the potentially large number of individuals who might need to use the computers for Internet as well as personal productivity, student access may be limited to a specified time, as provided by the instructor(s) and/or administration.
3. Sweetwater Union High School District, including Mar Vista High School, reserves the right to inspect any material stored in files to which users have access and will edit or remove any material which the district staff, in its sole discretion, believes may be objectionable. Users of the computers/Internet will not use their account to obtain, view, download, or otherwise gain access to potentially objectionable materials. This includes text materials, video images, or sound files that may be considered objectionable.
4. The district's Internet access is provided primarily for educational purposes under the direction of district staff. Non-educational use may be limited at any time by district staff.
5. Information services and features contained on the Sweetwater Union High School District network is intended for the private use of its patrons. Any commercial or other unauthorized use of those materials, in any form, is expressly forbidden.
6. The district does not warrant that the functions of the system will meet any specific requirements you may have, or that it will be error-free or uninterrupted; nor shall it be liable for any direct or indirect, incidental, or consequential damages (including lost data, information, or profits) sustained or incurred in connection with the use, operation of, or inability to use the system.
7. Rules and regulations of system usage will be added and posted from time to time by the faculty/administrators of the district and/or the network. Users of computers/Internet are subject to these rules and regulations.
8. The Sweetwater Union High School District's computers/network is intended for the exclusive use of its registered users. As a user, your student is responsible for the use of their password and account. Any problems which arise from the use of a user's account are the responsibility of the account holder. Any misuse will result in suspension of the account privileges.
9. Deletion, examination, copying, or modification of files and/or data belonging to other users without their prior consent is prohibited.
10. Commercial software is placed on the computer for the use and convenience of students and staff. Any unlawful use such as the copying of copyrighted material without the express written permission of the owner or the proper license is prohibited.
11. Any unauthorized, deliberate action which damages or disrupts a computing system (including the disconnection or cabling and willful introduction of computer "viruses" or other

disruptive/destructive programs), alters its normal performance, or causes it to malfunction is prohibited. Intentional attempts to "crash" network systems or programs are punishable disciplinary offenses.

COMPUTER/INTERNET USAGE AGREEMENT

I have read the Mar Vista High School Computer/Internet Usage Agreement, understand it, and agree to adhere to the principles and procedures listed within. I also understand that additional rules and regulations may be added from time to time and that they become a part of this agreement. Should I break this agreement, I understand that I may lose all computer/Internet privileges. I also understand that inappropriate or illegal use of computer facilities could result in civil or criminal lawsuits. Parents and/or guardians may be held accountable for inappropriate use by their child.

Please sign and date the section below to indicate that you have reviewed the Course Syllabus and the Computer / Internet Use Agreement, and agree to assist me with helping your student reach our academic goals.

Please feel free to contact me by phone or email at any time to discuss your student's progress.

Parent or Guardian Acknowledgement

Please take a moment to fill in this parent or guardian contact form and return it to me via your student. It will be counted as your student's first homework assignment.

Please provide as much of the requested information as you can.

Student's Name: _____ Period: _____

Parent/Guardian: _____ Home Phone: _____

E-Mail: _____ Cell Phone: _____

Please feel free to contact me by phone or email at any time to discuss your student's progress.

Please sign and date the section below to confirm you have reviewed the course syllabus and agree to assist with the communication necessary to reach our goals.

Student: _____ Date: _____

Parent/Guardian _____ Date: _____