

## Digital Video Production Syllabus

Please sign and return the form provided in class stating that you have read and understand this syllabus by the date given in class.

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**\*It's HIGHLY recommended students have an 8GB flash drive for this class.**

**\*\*Parents who need to contact a student in the classroom should call the main office @ 360-604-3700 to be connected with the student's classroom. Texting or checking text messages in class is a distraction and is not allowed.**

**\*\*\*ATTENDANCE IS AN IMPORTANT PART OF THIS CLASS AND IS PART OF A STUDENT'S GRADE.**

Due to the technical and hands-on nature of this class students can fall behind very quickly when absent. More than 20 absences in a semester will trigger an automatic review of the students performance and could result in a No Credit for the class. Each case will be reviewed on an individual basis.

### **Description**

This class will teach Artistic and Aesthetic Principles of Video Production, Technical Aspects of Video Production, and explore the inner workings of Adobe Premiere Pro. Experimentation, fun and creativity are highly encouraged. Students are highly responsible for their own learning and exploration of the subject matter.

### **Essential Questions**

- How do I use technology as a tool?
- How do I give shape and form to my ideas?
- How can I pursue and obtain a career in Digital Video Production?

### **In this class you will:**

- Learn how to shoot professional style videos
- Give Presentations on most assignments.
- Critique the work of your peers, and be critiqued by your peers
- Learn how to use Adobe Premiere Pro to edit your videos.

## Wistrand's 3 R's!

Basic classroom rules will be as follows:

- **RESPECT** for self, others and property is expected by every student.
- **RESPONSIBILITY** for completing work, attendance, proper equipment use, and appropriate classroom behavior is that of each individual student.
- **RELIABILITY** for following directions and making good decisions is also expected of every student

Consequences for not meeting expectations are: verbal warning, loss of privileges/behavior plan, parent contact, and referral to administration.

Students will be expected to follow these rules and any other classroom rules we establish as a class. Failure to follow these rules will result in appropriate disciplinary action and a loss of professionalism points or other privileges of the class.

### **Major computer lab do's and don'ts (Strictly enforced!)**

Aimless and unauthorized internet surfing and use of e-mail in class is NOT allowed. The playing of computer/video games is NOT allowed.

Students will follow the Evergreen School District's Internet Usage Guidelines which will be discussed in class. Failure to follow these guidelines will result in loss of internet privileges and in progressive discipline. Violations of these rules will result in the loss of professionalism points and the student being removed from the class for the remainder of the semester.

### **Cell Phones**

Cell phone usage and texting has become a major problem in the classroom, therefore cell phones must be out of sight and turned off at all times while in the classroom. Students may not make or receive calls or text messages on cell phones to or from parents or others while in the classroom as this is a major disruption.

**Parents who need to contact a student in the classroom should call the main office @360-604-3700 to be connected with the student's classroom.**

Students will receive one warning. All violations will result in the loss of 10 professionalism points.

### **Internet Usage**

Students will follow the Evergreen School District's Internet Usage Guidelines which will be discussed in class. Failure to follow these guidelines will result in loss of internet privileges and progressive discipline.

## Using Other Peoples Images/Copyright infringement

All Video and Photos must be your own, unless the assignment calls for using outside sources for photos. Any music used in production must be copyright free.

## Attendance

Students are expected to be in class by the start of the period. Attendance is a significant part of a students grade. Due to the technical and hands-on nature of this class students can fall behind very quickly when absent. More than 20 absences in a semester will result in a drop in grade, trigger an automatic review of the students performance and could result in a No Credit for the class. Each case will be reviewed on an individual basis. **Students with more than 30 absences cannot receive more than a "D" grade for the semester and risk not receiving credit.**

Students earn a possible 10 professionalism points each day they are in class on time, on task and not disruptive. Attendance is a crucial part of this program and is part of the students PROFESSIONALISM grade (30% of overall grade, see below for more information)

**Tardies** are earned when a student is not sitting in his/her assigned seat when the bell rings. Each tardy will result in the loss of 5 professionalism points. The tardy policy will be the same as that of EHS. Please refer to the EHS tardy policy for more information.

## Late Work

Because of the group nature of completing assignments, students *must* submit their work on the assigned date. No work will be accepted before or after that date except in the case of illness, (but this does not excuse group work - see below) ***Students*** are responsible for information and work missed and should immediately check Google Classroom for new assignments. Failure to meet a deadline will constitute NO credit for the work completed. Ample time is built into each assignment to be completed during class time. Because in many cases equipment and/or software from school must be used to complete assignments that many students do not have access to at home, to be fair to all students this rule must be strictly enforced.

When a student is absent, it is the responsibility of the remaining group members, just as in industry, to see the assignment is completed on-time. A group member's absence is NOT an excuse for the rest of the group not to finish the project on time.

If a student knows in advance that they will be gone for an extended amount of time, students must bring written notice of the absence from a parent or guardian as early as possible to receive ADVANCE work from the teacher which in most cases will be research and written, independent study assignments. This work should be completed BEFORE the student's extended absence; however, extended absences from class will still be subject to the policy outlined earlier.

## **Professionalism - 30% of grade**

30% of your grade will be based on your professionalism. Professionalism points accrue on a monthly basis and are graded on a monthly basis. Digital Photography is a Career and Technical Education (CTE) class, and as such students are expected to act in a professional manner at all times and to treat coming to class as if they were coming to a job.

Students earn a possible 10 points each day they are in class on time, are on task, following all rules and are not disruptive. This includes:

- Staying on task while doing assignments and not causing disruptions, either in the classroom or while outside the classroom working on projects.
- Being attentive while the teacher and/or other classmates are giving presentations
- Helping other classmates and working together in groups

**Unexcused absences** result in a loss of project points and a loss of all 10 professionalism points for that day.

**Tardies** are earned when a student is not sitting in his/her assigned seat when the bell rings. Each tardy will result in the loss of 5 professionalism points.

**20 professionalism points will be subtracted** for each violation of classroom and computer lab rules after a student has received 1 warning. This includes but is not limited to: playing games on computers, checking and sending e-mail, using a cell phone in class and non-class related internet surfing.

## **Grading Policy**

These are the grading policies and procedures utilized in the Digital Photography program. Final grades are determined by the performance of each student in these areas:

Competency Assignments.....	35%
Professionalism.....	30%
Tests/Quizzes.....	20%
Daily Assignments.....	15%

### **Competency Assignments – 35%**

Competency Assignments consist of self-study, group assignments and hands-on work that

students will produce that demonstrate a variety of photography skills, knowledge and techniques. Grades will be determined by:

1. Demonstration of competency( s) mastery
2. Team participation
3. Ability to follow directions

### **Daily Assignments – 15%**

Daily assignments are written, presentation or photography assignments. They include Digital photography assignments that are designed to *practice* skill, techniques and knowledge before demonstrating mastery of the competencies. Class assignments also include independent study assignments given throughout the semester.

### **Professionalism - 30%**

As described earlier, students earn a possible 10 points each day they are in class on time, on task, following all rules and not disruptive. Professionalism is highly emphasized in this College, Career and Technical Education (CCTE) program.

Students will receive an evaluation of their performance in:

- Attendance and punctuality (see below)
- Communication & interpersonal skills
- Working with a diversity of people
- Solving professional & personal problems
- Setting & working toward goals
- Demonstrating a professional image
- Identifying & demonstrating quality standards
- Being prepared for the class and the projects
- Meeting deadlines

### **Tests/Quizzes - 20%**

Some tests will be hands-on, emphasizing the ability to research answers, solve problems and to demonstrate skills. Some tests may be a combination of both