

SCHOOL OF CINEMATIC ARTS
CTPR 409 - Practicum in Television Production

SYLLABUS

Visit: <https://trojanvision.usc.edu>

Semester: Fall, 2021 v2.5

Location: Zemeckis Center - Studios B & C

Instructors: TBA

Office Hours: Monday-Friday by appointment

Meeting Times: Classes meet at various times Monday-Friday 10:00 AM -7:00 PM.

For details read below.

SA: TBA

UNITS: 2 or 4 Units



This class is open to all students from any school or department in the university. Students enrolling in CTPR 409 do not require any television production experience. All of the skills needed to successfully complete this course are taught in class.

INTRODUCTION & PURPOSE

This course introduces you to the basic concepts of multicamera television production. In class, students produce episodes of a weekly television show that is broadcast live on USC cable channel 8.1, locally on Television Station LA 36 and live-streamed on Facebook.

HOW DO STUDENTS REGISTER FOR A SPECIFIC CLASS?

Enrollment is easy. On the WebReg, students sign up for a 2-Unit section on a day and at a time that fits their schedule. Before classes begin, Trojan Vision will assign an original TV show to each of the 409 sections, depending on showrunner, faculty, SA and staff schedules.

If you wish to register for 4-Units, review the list of 2-Unit sections and select two sections that work best for your schedule. To complete your registration, email your section choices to the CTPR 409 Course Coordinator Kathleen Dowdey at: dowdey@usc.edu

WHAT ARE TROJAN VISION SHOWS?

Trojan Vision shows are original episodes that create a semester-long show series and are modeled on the popular classics of live television. Past Trojan Vision series have included: morning news, talk shows & interviews, game shows, cooking shows, music performance, sports talk, sketch comedies and entertainment news. Trojan Vision creates a new show schedule each semester.

WHAT WILL STUDENTS DO IN CLASS?

Under the leadership of the instructor and an experienced student showrunner, you pitch story ideas, research background and internet-sourced elements, write host and actor scripts, recruit and book guests and performers and produce behind-the-scenes media for show promotion.

In preparation to crew shows, you learn to operate all studio, control room and audio booth equipment. As your skills build, you learn each crew position and required procedures during a show. Crew positions include camera, sound, director, technical director, graphics, teleprompter and floor manager. As the semester proceeds, you take on crew positions in rotation for show run-throughs, rehearsals and live broadcasts.

ARE THERE ANY PREREQUISITES?

No. This class is open to all students from any school or department in the university. It's assumed that students enrolling in CTPR 409 have no television production experience. All of the skills needed to successfully complete the course are taught in class.

CLASS SCHEDULE

WEEK 1: Orientation, tour of facility and syllabus review. Introductions to instructor, showrunner and show the class will produce. COVID safety guidelines reviewed.

WEEK 2: Safety Seminar procedures. Review and breakdown of the show. Instruction on equipment, crew positions, story and segment pitches.

WEEK 3: Above, continued. Show fall season presented. Scripting instruction.

WEEK 4: Run-through exercises with crew rotation. Pitch and script reviews. Episode 1 crew assignments.

WEEK 5: Episode 1 notes, run-throughs, rehearsals.

WEEK 6: Episode 1 live broadcast followed by post mortem and instruction. Episode 2 assignments.

WEEK 7: Episode 2 notes, run-throughs, rehearsals.

WEEK 8: Episode 2 live broadcast, post mortem and instruction.
Midterm Report assignments.

WEEK 9: Review week. Instructor, showrunners and students review first two shows. Suggest and try out improvements. Plan for accelerated schedule, Weeks 10 – 13.
Episode 3 assignments.

WEEK 10: Episode 3 rehearsals and live broadcast, post mortem.
Episode 4 assignments

WEEK 11: Episode 4 rehearsals and live broadcast, post mortem.
Episode 5 assignments.

WEEK 12: Episode 5 rehearsals and on-air broadcast, post mortem.
Episode 6, (Final Show) assignments.

WEEK 13: Episode 6 rehearsals and live broadcast, post mortem.
Submit Final Evaluation as a summation of technical and creative progress.
Due December 8.

ASSIGNMENTS AND GRADES

Instructors give assignments before each show episode begins. Once crew assignments are announced, students review equipment and crew procedures in preparation for run-throughs.

Videos, powerpoints, tutorials and other media referenced in class are available on the class drive.

Optional reading on multicamera production is available digitally from the USC Libraries.
Cury, Ivan. *Directing & Producing for Television, 5th edition*. Routledge Press, 2017.
Owens, Jim. *Television Production, 16th edition*. Focal Press, 2015.

GRADES

Grades are based on the timely submission of show assignments and the execution of crew assignments. Instructors also evaluate students' preparation for class, engagement in discussions, professional behavior and team collaboration. There is a written Midterm Report and a Final Evaluation (2 double-spaced pages each).

GRADING CRITERIA

Participation and collaboration	15%
Midterm Report	10%
Show assignments	30%
Crew assignments	30%
Final Evaluation	15%

ATTENDANCE

Students are expected to be on time and prepared for each class/show. This class is performance-based and attendance is extremely important. Two absences will result in a grade being lowered by one full letter (example: A becomes B). A third absence will result in a grade being lowered by one additional, full letter grade (B becomes C). Grades will be lowered by one full letter for each additional absence. Two late class arrivals equal one full absence. Students must report an absence to the instructor and SA before class begins.

CELL PHONE & SAFETY POLICY

Cell phones, laptops, tablets and other personal devices may be used in class only if needed for course and show related work. Sandals and open-toe shoes are not permitted in the studios. Students should dress appropriately for crew jobs in the facility.

CREDITS - 2 or 4 UNITS

CTPR 409 can be taken for 2 units (one class per week) and may be repeated up to four times.
CTPR 409 can be taken for 4 units (two classes per week) and may be repeated twice.
CTPR 409 can be taken for a total maximum of 8 units.

Statement on Academic Conduct and Support Systems**Academic Conduct:**

Plagiarism – presenting someone else’s ideas as your own, either verbatim or recast in your own words – is a serious academic offense with serious consequences. Please familiarize yourself with the discussion of plagiarism in SCampus in Part B, Section 11, “Behavior Violating University Standards” policy.usc.edu/scampus-part-b. Other forms of academic dishonesty are equally unacceptable. See additional information in SCampus and university policies on scientific misconduct, policy.usc.edu/scientific-misconduct.

Support Systems:

Counseling and Mental Health - (213) 740-9355 – 24/7 on call
studenthealth.usc.edu/counseling

Free and confidential mental health treatment for students, including short-term psychotherapy, group counseling, stress fitness workshops, and crisis intervention.

Student Health Leave Coordinator – 213-821-4710

Located in the USC Support and Advocacy office, the Health Leave Coordinator processes requests for health leaves of absence and advocates for students taking such leaves when needed.

<https://policy.usc.edu/student-health-leave-absence/>

National Suicide Prevention Lifeline - 1 (800) 273-8255 – 24/7 on call

suicidepreventionlifeline.org

Free and confidential emotional support to people in suicidal crisis or emotional distress 24 hours a day, 7 days a week.

Relationship and Sexual Violence Prevention and Services (RSVP) - (213) 740-9355(WELL), press "0" after hours – 24/7 on call
studenthealth.usc.edu/sexual-assault

Free and confidential therapy services, workshops, and training for situations related to gender-based harm.

Office of Equity and Diversity (OED)- (213) 740-5086 | Title IX – (213) 821-8298
equity.usc.edu, titleix.usc.edu

Information about how to get help or help someone affected by harassment or discrimination, rights of protected classes, reporting options, and additional resources for students, faculty, staff, visitors, and applicants. The university prohibits discrimination or harassment based on the following *protected characteristics*: race, color, national origin, ancestry, religion, sex, gender, gender identity, gender expression, sexual orientation, age, physical disability, medical condition, mental disability, marital status, pregnancy, veteran status, genetic information, and any other characteristic which may be specified in applicable laws and governmental regulations. The university also prohibits sexual assault, non-consensual sexual contact, sexual misconduct, intimate partner violence, stalking, malicious dissuasion, retaliation, and violation of interim measures.

Reporting Incidents of Bias or Harassment - (213) 740-5086 or (213) 821-8298
usc-advocate.symplicity.com/care_report

Avenue to report incidents of bias, hate crimes, and microaggressions to the Office of Equity and Diversity | Title IX for appropriate investigation, supportive measures, and response.

The Office of Disability Services and Programs - (213) 740-0776
dsp.usc.edu

Support and accommodations for students with disabilities. Services include assistance in providing readers/notetakers/interpreters, special accommodations for test taking needs, assistance with architectural barriers, assistive technology, and support for individual needs.

USC Campus Support & Intervention - (213) 821-4710
campussupport.usc.edu

Assists students and families in resolving complex personal, financial, and academic issues adversely affecting their success as a student.

Diversity at USC - (213) 740-2101
diversity.usc.edu

Information on events, programs and training, the Provost's Diversity and Inclusion Council, Diversity Liaisons for each academic school, chronology, participation, and various resources for students.

USC Emergency - UPC: (213) 740-4321, HSC: (323) 442-1000 – 24/7 on call
dps.usc.edu, emergency.usc.edu

Emergency assistance and avenue to report a crime. Latest updates regarding safety, including ways in which instruction will be continued if an officially declared emergency makes travel to campus infeasible.

USC Department of Public Safety - UPC: (213) 740-6000, HSC: (323) 442-1200 – 24/7 on call
dps.usc.edu

Non-emergency assistance or information.

Office of the Ombuds - (213) 821-9556 (UPC) / (323-442-0382 (HSC)

ombuds.usc.edu

A safe and confidential place to share your USC-related issues with a University Ombuds who will work with you to explore options or paths to manage your concern.

PLEASE NOTE:

FOOD AND DRINKS (OTHER THAN WATER) ARE NOT PERMITTED IN ANY INSTRUCTIONAL SPACES IN THE CINEMATIC ARTS COMPLEX.