

AUDIO-VIDEO FILM & TECHNOLOGY AND FILM  
COURSE SYLLABUS  
HAYNES BRIDGE MIDDLE SCHOOL 2017-2018  
MR. MCCOWN, INSTRUCTOR  
ROOM 51/53  
E-MAIL: [MCCOWNR@FULTONSCHOOLS.ORG](mailto:MCCOWNR@FULTONSCHOOLS.ORG)  
[HTTP://WWW.MCCOWNCLASS.COM](http://WWW.MCCOWNCLASS.COM)

**Audio & Video Technology & Film**

**Purpose of Course:**

Students will learn the fundamentals of video production including writing, shooting, directing and editing. All subject matter shall be taught as per specifications of **The Georgia Performance Standards** posted in the studio. You may visit the Standards by visiting [GeorgiaStandards.org](http://GeorgiaStandards.org)

**Prerequisite(s):**

Students should have an open mind for creativity. A student failing any part of the class shall NOT be permitted to advance to upper level courses in video production.

**Extra Materials by Student:**

1. **Students Lab appropriation of \$15.00 covers studio equipment such as batteries, cables, software upgrades and other new technology. If paying by check make check out to HBMS.**

**Class Rules and Studio Rules:**

1. Students shall respect each other and self at all times.
2. All Safety All the Time!
3. Food and drinks are not permitted in the edit bay in the studio. Water bottles should stay in your book bags, and should never be near the computers or any video equipment.
4. This is a professional studio; students shall act professionally at all times.
5. Students shall respect and care for all equipment and **report any damage to equipment immediately.**
6. All media created must adhere to the guidelines of Haynes Bridge Middle School Policies.
7. Any acts of vandalism or theft will result in immediate dismissal from class.
8. All videos, images, words, graphics or other electronic media posted under the guise of HBMS, HBTv, our social media pages shall always be HBMS appropriate. Misuse or abuse may result in dismissal from class and could result in civil or criminal charges.

**Major Projects:** All video broadcast students will produce a complete business plan with not less than the following items: All equipment and their costs, a viable location and all costs associated with having an office at home, retail, warehouse, or office building, a list of real competitors, all fixed and variable costs, income pro forma, budgets for advertising and marketing, and a general outline of how to achieve your income.

Online portfolios are critical in this space students will develop a portfolio utilizing google sites and youtube. Students will be instructed on proper guidelines for social media.

Students will have the opportunity to produce an informational/promotional video for a school sponsored team or organization.

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**Course Objectives:** Upon successful completion of this course students will be able to understand:

1. Basic understanding of the entire video production process.
2. How to shoot video properly and effectively.
3. How to write a script
4. How to set up lighting.
5. How to set up a proper audio feed.
6. How to properly edit a video for a target audience.
7. How to set up, shoot and tear down a field production including camera, tripod, lights, wireless microphones.
8. How to interview video subjects.
9. How to work as a team on a complex video production.
10. How to develop an effective portfolio.

**~Video Production Career Pathways~**

The students will be directed to learn the fundamentals of video production so that they may continue their experiences in a secondary school or professional workforce.

- Videographer ● Editor ● Writer ● Set Designer ● Recording Engineer ● Producer ● Lighting Specialist ● Business Owner ● Field Producer ● Audio Specialist ● Filmmaker ● Director ● Producer ● On Screen Talent ● "youtuber" ● Influencer ● Product Hauler ● Social Media Manager ● Program Specialist

Evaluation/Assessment:	Fulton County Grading Scale:																
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Video Projects</td> <td style="width: 30%; text-align: right;">30%</td> </tr> <tr> <td>"What Did I Learn Reflection"</td> <td style="text-align: right;">30%</td> </tr> <tr> <td>Work Ethic, Participation and Employability Skills</td> <td style="text-align: right;">25%</td> </tr> <tr> <td>Final Exam</td> <td style="text-align: right;">15%</td> </tr> </table>	Video Projects	30%	"What Did I Learn Reflection"	30%	Work Ethic, Participation and Employability Skills	25%	Final Exam	15%	<p style="text-align: center;"><i>Letter Grade Numeric Scale</i></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">A</td> <td style="width: 70%; text-align: right;">90-100</td> </tr> <tr> <td>B</td> <td style="text-align: right;">80-89</td> </tr> <tr> <td>C</td> <td style="text-align: right;">70-79</td> </tr> <tr> <td>F</td> <td style="text-align: right;">Below 70</td> </tr> </table>	A	90-100	B	80-89	C	70-79	F	Below 70
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**Work Ethic:** points are earned each grading period. Points will be deducted for violations of the class rules, poor attendance, excessive tardiness. Students may earn **extra credit** by volunteering to mentor, assist, shoot(video), or otherwise seek to promote the entire class professionally. Extra credit may only be earned AFTER all assignments/projects have been turned in with all qualifications met within the rubric.

**Late Work:** Late work is any work that is not turned appropriately on the due date/time. Late work may be turned in for a reduced grade. Late work will be assessed a penalty of 11 points per school day until the reduction is at 50%. Late work that is turned in MUST adhere to the instructions and rubric and cannot be turned in until it meets ALL the requirements of instructions.

**Philosophy of the Haynes Bridge Middle School & Broadcast Video Production Department:** We believe all students should have access to quality education that prepares them for a rewarding career. Students should be provided educational experiences to help them become effective problem-solvers with an emphasis on life-long learning in an increasingly interdependent world. We believe that students should be provided with programs of study for viable careers currently in demand using advanced technology to learn the technical expertise needed to become part of a skilled workforce. As an educator, I will be diligent in providing opportunities for all students to adapt to technological and social changes in order to meet the expanding needs of industry and business.

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Common Syllabus~

**GRADING SCALE**

Letter grades will be assigned according to Fulton County's approved grading scale, which is as follows: A-100-90, B- 89-80, C-79-70, F-69-0. Honors points are added by the county at the end of each semester.

**LOST/DAMAGED BOOK POLICY**

Students are financially responsible for all books issued by Haynes Bridgle Middle School. Textbooks may not be left in classrooms, and teachers are not responsible for students' books once books have been issued to the student. The copy issued to the student must be turned in at the end of the course. Students will not receive credit for turning in another student's book, and students may not turn in replacement books. The cost of replacement will be assigned to any student that fails to turn in the exact book she/he was issued and/or to any student that turns in a damaged book. If a student is issued a damaged book (i.e. broken binding, torn pages, water damage, writing, etc...), then the book must be brought to room 1330 for a replacement book or to document the damage. There is a two week grace period for students to document damage before the student will be held accountable.

**MISSING WORK POLICY**

Students who fail to submit work within the five day period will be referred to our graduation coach, and they will be required to attend working lunch. Once the student has attended their assigned working lunch, they are expected to submit the assignment to their teacher by the following Monday. If the student does not submit the assignment in this time frame, the late assignment will not be accepted by the teacher.

**HONOR CODE:**

In an effort to encourage good study habits, fair competition, and positive development in the area of academics, the HBMS faculty supports a strong policy for academic honesty. Student assignments turned in for grading should be the sole work of that individual student. To prevent cheating, including plagiarism, students may not collaborate with other students or adults on their assignments unless the teacher has given explicit permission to do so. This includes the giving or receiving of information in any manner, including electronically. In situations where collaboration is allowed, the teacher will clearly define what level of collaboration is appropriate. Under no circumstances is it acceptable for two students to submit identical work, unless the assignment included a group component that makes it permissible. Students are encouraged to consult with their teacher regarding what level of collaboration is acceptable prior to completing an assignment.

**GRADUATION COACH:**

The Graduation Coach's primary responsibility is to work with all students to encourage academic success. Mrs. Nigro offers a variety of academic programs that can help students improve their academic performance.

The Guidance Counselors are also available to assist with any academic and social needs you may encounter during the school year.

**TARDY:**

Tardy is defined school-wide as not being inside the classroom when the final bell rings. When the final bell rings to be in class, teachers will issue the student a Level 1. The student's tardy will be recorded and consequences will be assigned based upon the progressive consequence scale. Students who arrive to class later than the fifteen minute window will be sent to the office for cutting class

**AGENDA:**

Students are provided with one agenda at the beginning of the year and are expected to use the student agenda as an organizational tool as well as a hall pass. Students will write the topic of the class and homework in their agenda every day for every class. If an agenda is lost, a new agenda must be purchased.

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**~Signature Page~**

By signing below, the student and parent acknowledge that they have read this syllabus and agree to follow the policies herein. I also agree to let my student watch selected movies in class that maybe rated PG, PG-13. I also allow my student's image and likeness to be broadcast on our news programs, our class websites and our social media pages. I also agree to enter video contests that may use my likeness and/or name and video project. I understand that the videos I submit will be used as promotion for the AVFT program and will be posted on the HBTV/youtube account.

**Please Include a Lab Appropriation of \$15.00. Please make check payable to HBMS**

**MEMO LINE: Video Class**

Date \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Name **Please Print**

\_\_\_\_\_  
Student Name **Please Print**

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Email Address

STUDENT E MAIL: \_\_\_\_\_

**~Additional Class Appropriations~**

Our video class is just getting started. We are always looking for additional funds, equipment and parent involvement. If you would like to donate additional funds toward your student's program or become MORE INVOLVED in your student's possible career choice, please reach out to Mr.McCown at [mccownr@fultonschools.org](mailto:mccownr@fultonschools.org)

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