

## Audio & Video Technology & Film Syllabus 2021

### 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. Students taking the upper level video production class will be required to successfully complete basic video production classes. A student failing any part of the class shall NOT be permitted to advance to upper level courses in video production. Students going to AVFT III (The Morning Show) and AVFT IV (The Film Class) shall be required to submit an application for approval and two letters of recommendation and 3 samples of the student's digital portfolio and an essay on how they will contribute to "The Morning Show."  
**STUDENTS RECEIVING AN INCOMPLETE FIRST SEMESTER WILL BE INELIGIBLE TO REGISTER FOR THE NEXT HIGHEST LEVEL OF AVFT**

**Cell Phone Policy:** Students may use their cell phones or other electronic device to submit videos, submit links to their work, retrieve google docs and write short written assignments, or under specific instructions from the teacher ONLY! Use of cellphone to transmit texts, play games, create any distraction in class shall be confiscated as per AHS policy. **HEADPHONES, EARBUDS AND ANY OTHER LISTENING DEVICE MUST BE REMOVED PRIOR TO ENTERING CLASS.**

### 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 Alpharetta High 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 AHS, The Morning Show, our social media pages shall always be AHS appropriate. Misuse or abuse may result in dismissal from class and could result in civil or criminal charges.

**Major Projects:** Students will produce videos almost weekly. These videos shall be graded as a MAJOR Project. In addition, the grade will be reflected in the date the project is TURNED IN.

All students will write their assignments on Google Docs or Word doc and submitted through TEAMS

Students will develop an online portfolio at [www.youtube.com](http://www.youtube.com) as well as a youtube channel. Students will be instructed on proper guidelines for social media and will post on social media pages not limited to LinkedIn, Facebook, Instagram, Twitter, Reddit, in class and out of class.

Upper Level students will produce an informational/promotional video for a school sponsored team or organization.

**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:										
*Video Projects 30% **"What Did I Learn Reflection" Writing 30% *Work Ethic, Participation and Employability Skills 25% *Final Exam 15%	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><i>Letter Grade</i></th> <th style="text-align: left; border-bottom: 1px solid black;"><i>Numeric Scale</i></th> </tr> </thead> <tbody> <tr> <td>A</td> <td>90-100</td> </tr> <tr> <td>B</td> <td>80-89</td> </tr> <tr> <td>C</td> <td>70-79</td> </tr> <tr> <td>F</td> <td>Below 70</td> </tr> </tbody> </table>	<i>Letter Grade</i>	<i>Numeric Scale</i>	A	90-100	B	80-89	C	70-79	F	Below 70
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**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 considered turned in and accepted until it meets ALL the requirements of instructions.

**ADDITIONAL CONDITIONS OF ACADEMIC DISHONESTY IN AVFT:**

- ALL WORK IS INDIVIDUAL UNLESS OTHERWISE SPECIFIED.
- ALL WORK MUST BE UNIQUELY YOURS AND YOURS ALONE
- ALL VIDEO WORK WILL BE UPLOADED TO YOUR OWN YOUTUBE ACCOUNT AND A LINK SUBMITTED THROUGH TEAMS
- ANY WORK THAT GOES TO A LINK THAT IS NOT YOUR OWN WORK WILL NOT BE CONSIDERED AND MAY BE SUBJECT TO ACADEMIC DISHONESTY
- ANY WORK THAT IS SUBMITTED WITH A BLANK DOCUMENT OR ANY INAPPROPRIATE DOCUMENT SHALL NOT BE CONSIDERED AS COMPLETED
- ANY WORK THAT HAS BEEN PREVIOUSLY TURNED INTO ANOTHER CLASS AND/OR THIS CLASS WILL BE SUBJECT TO ACADEMIC DISHONESTY AND WILL NOT BE CONSIDERED AS COMPLETED.

**Philosophy of the Alpharetta High 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.

~Common Syllabus~

*The information provided below pertains to policies and procedures that remain consistent in every Alpharetta High School classroom. These policies are supplemental to the information in the Handbook for Students and Parents and the individual class syllabi.*

### **Universal Remote Learning Grading Guidance**

During Universal Remote Learning, for a student to earn a final grade in a course, students must complete 80% of the graded summative assignments/assessments. If they do not earn at least a 70% on a summative assignment/assessment, students may participate in three Recovery opportunities until at least a 70% is achieved. An "I" for incomplete will be entered into Infinite Campus for a summative assessment/assignment that is not turned in.

If the original assignment grade is over a 70%, students may recover the work one time within one week of the return date of the assignment. All requests for recovery of work with an original grade above a 70% must be initiated by the student within the one week.

Recovery options for each summative assessment are determined by each department and course team.

### **ATTENDANCE**

Students are expected to attend the daily synchronous session to be marked present. Students should follow the procedures outlined in the URL addendum in the Handbook for Students and Parents documenting absences.

### **HOMEWORK**

All homework assignments will be designed to provide relevant activities that align with the course scope and sequence. During Universal Remote Learning, homework will not be a category in the teacher's gradebook. Teachers will assign asynchronous learning activities during the 45-minute class period.

International Baccalaureate and Advanced Placement courses may assign additional homework up to 30-minutes every other night based on a rotating Alpharetta High School school-wide A/B schedule.

### **MAKE-UP WORK**

Students should read and understand Make-Up Policies as outlined in the URL addendum in the Handbook for Students and Parents. This policy governs all make-up work for all classes.

### **FINAL EXAMS**

All courses will have final exams that will be weighted at 20%. Students should read and understand final exam policy as outlined in the URL addendum in the Handbook for Students and Parents. If students submit 100% of their summative assignments/assessments, the students will be exempted from their final exam.

### **ACADEMIC HONESTY**

URL provides unique challenges to teachers and students with regards to the Honor Code. However, cheating and plagiarism will not be tolerated.

Per the FCS Code of Conduct:

The expectation is that each student will be honest and submit his/her own work. Cheating, plagiarism and other Honor Code violations are strictly prohibited. Examples of violations of this rule include, but are not limited to:

- copying or "borrowing" from another source and submitting it as one's own work
- seeking or accepting unauthorized assistance on tests, projects or other assignments
- fabricating data or resources
- providing or receiving test questions in advance without permission
- working collaboratively with other students when individual work is expected

Students should read and understand the school's Academic Honesty Policy as published in the URL addendum to the Handbook for Students and Parents. Students are responsible for adhering to these policies at all times and on all assignments, assessments, projects, or tasks. In order to reinforce Alpharetta High School's commitment to academic honesty and the ideals of being a RICH Raider, students will be expected to write or sign an Academic Honesty pledge prior to completing an individual assignment.

The AHS Academic Honesty pledge states: *As a RICH Raider, I, \_\_ (student name)\_\_, pledge that I have neither given nor received assistance on this assignment.*

### **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. Students who do not complete 80% of the summative assignments/assessments will receive an "I" for incomplete. Honors points are added by the county at the end of each semester. Additional information can be found in the URL addendum in the Handbook for Students and Parents.

### **SUMMATIVE ASSESSMENTS/ASSIGNMENTS**

During Universal Remote Learning, the summative assessment/assignment category will be weighted 80% of the student's overall grade. Formatives will be used to measure academic progress, but it will not impact the student's numerical average.

Based on department and course professional learning community agreements, summative assessments and assignments will use the multipliers of 0.5, 1.0, and 2.0.

### **INFINITE CAMPUS**

Fulton County Schools uses Infinite Campus as a learning management portal, which allows students and parents to view the student's academic progress and attendance on-line. You may visit [www.fultonschools.org/infinitecampus](http://www.fultonschools.org/infinitecampus) for more detailed information, including instructions for creating an account and logging in. Additional information can be found in the Handbook for Students and Parents.

### **MICROSOFT TEAMS**

Fulton County Schools uses Microsoft Teams as the learning management portal. Microsoft Teams can be accessed via the student's Fulton County School issued device or via Classlink on the Fulton County website. Students are expected to log onto Teams and check their FCS email daily.

### **R.I.S.E./RECOVERY**

R.I.S.E. stands for Re-teaching/Instructional Support and Enrichment. It is dedicated time made by each teacher on a weekly basis for students to receive additional support to help build to content mastery. The AHS Recovery Policy involves opportunities designed to allow students to recover from a low or failing summative assignment/assessment. Students should participate in a R.I.S.E session before completing

the recovery summative assignment/assessment. Students should read and understand the R.I.S.E. and Recovery Policies as published the URL addendum in Handbook for Students and Parents. Recovery must occur prior December 4th to comply with FCS board policy.

### **AHS DEPARTMENT R.I.S.E. SCHEDULE**

#### **COMMUNICATION WITH FACULTY**

Due to limited access to phones during the day, please email faculty members with questions and concerns, so they answer inquiries and resolve issues. Parents and guardians may arrange individual teacher-parent conferences teachers; however, if a conference with more than one teacher is desired, the student's counselor can help coordinate the meeting. Parents must meet virtually with a teacher before requesting a meeting with the department chair; parents must meet virtually with a department chair and teacher before requesting a meeting with the department administrator. Additional guidelines can be found in the Handbook for Students and Parents.

#### **LOST/DAMAGED BOOK POLICY**

Students are financially responsible for all books issued by Alpharetta High 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.

<b>SCHOOL YEAR</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<i>2020-21</i>	<i>SCIENCE</i>	<i>MATH</i>	<i>SOCIAL STUDIES</i>	<i>ELECTIVES</i>	<i>LANGUAGE ARTS</i>

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.

~Signature Page~

PLEASE CLICK THE LINK FOR THE SIGNATURE PAGE AND SUBMIT

<https://forms.gle/umw7XHubrysQUEdcA>