

COURSE PREFIX/NO:	RTV 103
COURSE TITLE:	Field Operations
LEC HRS/WEEK:	3.0
LAB HRS/WEEK:	0.0
CREDIT HRS/SEMESTER:	3.0

[Distance Learning Attendance/VA Statement](#)
[Textbook Information](#)

COURSE DESCRIPTION

This course introduces the setup, operation, and application of video equipment for field production.

COURSE COMPETENCIES

Upon successful completion of this course, the student should be competent to perform the following tasks:

- Set up and operate video and audio equipment for field production
- Demonstrate field lighting operations and principles
- Be able to shoot video (w/audio) suitable for editing
- Demonstrate basic electronic editing
- Identify the basic technical, legal and social elements of broadcasting
- Identify the functions & positions used in producing broadcast and nonbroadcast media
- Utilize the basic terminology of video and related audio production
- Set up and operate a basic E.N.G. (Electronic News Gathering) video system
- Establish signal flow and power in basic productions systems

MINIMAL STANDARDS

NOTE: In the following standards, "conditions" could include any or all of the following situations and considerations:

- outdoor interview (battery power; variable ambient lighting; possible noise; possible intrusions)
- indoor interview in public space (battery or AC power; large space; possible noise; possible mixed lighting; likely intrusions)
- indoor interview in private space (battery or AC power; small, but isolated and somewhat controllable space; possible noise; possible mixed lighting)
- small-subject technical demonstration (AC power; indoor; many specific close-ups requiring careful continuity)

Given a variety of field video equipment and conditions, the student will demonstrate the ability to select and configure production systems appropriate to those conditions, to standards and guidelines provided by the instructor.

Given a variety of field lighting equipment and conditions, the student will demonstrate the ability to select and configure lighting systems appropriate to those conditions, to standards and guidelines provided by the instructor.

Given an E.N.G. (Electronic News Gathering) system and variety of conditions, the student will demonstrate the ability to shoot master shots, close-ups, reversals, cutaways, and audio, such that they can be successfully edited with continuity.

Given videotape with a selection of appropriate video shots, the student will demonstrate the ability to perform cuts-only electronic video and audio editing, to create a coherent edited master tape.

COURSE REQUIREMENTS

Students are responsible for demonstrating acceptable performance of competencies. Supporting this goal are the following requirements:

Attendance

Students will be bound by the policies stated in the York Technical College Student Handbook. Students must attend 90% of the hours assigned the class for a semester to receive credit for the course.

Academic Honesty

"York Technical College adheres to the South Carolina TECH Student Code, approved by the State Board for Technical and Comprehensive Education on March 13, 1974 (revised last April 25, 1984). Copies of this code are available in the Library and from Student Services. ...Any student caught cheating or involved in any other academic dishonesty will be given a grade of zero and will be subject to further disciplinary action."

DEPARTMENTAL EXPECTATIONS

As in the work place, the student should call the instructor (or designee) in advance of an absence or tardy, if at all possible.

If a student misses a test because of illness or emergency, the student will be expected to make up the test at the earliest possible date. Students with unexcused absences during tests will be allowed to make up the test at the discretion of the instructor.

Regular participation in class activities.

Completing assignments as specified.

EVALUATION STRATEGIES/GRADING

Student proficiency consists of both knowledge and application. Evaluation is based on a combination of objective testing, and specific performance demonstration. The grading scale will be the standard for York Technical College:

Grade Points

A 90 - 100

B 80 - 89

C 70 - 79

D 60 - 69

F 0 - 59

Student performance demonstrations will typically be evaluated by one of two methods:

- The process or product under evaluation will be divided into component parts for observational purposes. Each component is then graded on a checklist by an observer. Performance grading will be an average of the individual component grades, weighted where appropriate.
- Where the process or product cannot be reasonably divided into components for observation, it will be evaluated as a whole, often in real time. In such cases, the professional judgment of multiple observers will be used whenever possible. The performance grade would then be an average of grades from all observers.

Evaluation will use current professional expectations for entry-level positions as standards. General guidelines for grading performance demonstrations will be:

- A = Fully competent; highly consistent performance with little or no supervision; has command of the process.
- B = Generally competent; slight supervision required; generally consistent results.
- C = Generally functional; moderate supervision and/or correction required; inconsistent performance.
- D = Barely workable; needing practice and/or major supervision for acceptable results; exhibits minimal skill development for job function.
- F = Unworkable; needs unreasonable time or additional instruction for acceptable results; dangerous to persons, equipment, or production process.

For the purposes of averaging performance demonstration results, letter grades will be converted to numerical grades as follows:

A+ = 98	B+ = 88	C+ = 78	D+ = 68
A = 95	B = 85	C = 75	D = 65
A- = 92	B- = 82	C = 72	D- = 62
A-/B+ = 90	B-/C+ = 80	C-/D+ = 70	F = **

** Actual performance in job-related functions is the basis of the Teleproduction Program. Accordingly, in all courses with specific performance demonstrations, a passing grade in the demonstration is necessary to pass the course. In the event a student fails such a demonstration, at least one make-up opportunity will be provided.

ENTRY LEVEL SKILLS

Minimum program entry requirements and familiarity with TV studio production techniques reflecting the content of listed prerequisites.

PREREQUISITES: RTV 111, RTV 105, RTV 101, RTV 202 or permission of instructor

CO-REQUISITES: RTV 203

TOPIC/CONTENT OUTLINE:

- A. Basic E.N.G. setup
- B. Introduction to field lighting
 - basic field lighting strategies
 - field lighting setup and operations
- C. Introduction to electronic editing
 - editing operations: assemble vs insert editing
 - editing principles: continuity
- D. Camera techniques for field production
 - shooting for the edit
 - master shots
 - vectors
 - reversals
 - establishing shots
 - cutaways
- E. Audio techniques for field production
 - field audio recording

microphone selection
auto vs manual gain control

F. Field problems and solutions

video
cable problems
temperature and humidity problems
audio
environmental noise
electronic noise and cabling
lighting
location power limitations
mixed color temperature sources
small vs large space strategies
creating natural looking light
location
field producing and the site survey
working with talent
finding usable camera angles
packing and moving equipment
working as a production team

Disabilities Statement: Any student who feels s/he may need an accommodation based on the impact of a disability should contact the Special Resources Offices (SR) at 803-327-8007 in the 300 area of Student Services. The SRO coordinates reasonable accommodations for students with documented disabilities.