

## COURSE INFORMATION

COURSE PREFIX/NO: RTV 110

COURSE TITLE: Writing for TV

LEC HRS/WEEK: 3.0

LAB HRS/WEEK: 0.0

CREDIT HRS/SEMESTER: 3.0 [DL ATTENDANCE/VA STATEMENT](#) [TEXTBOOK INFORMATION](#)

## COURSE DESCRIPTION:

This course covers combining writing and video production skills as applied to television production.

## COURSE COMPETENCIES:

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

- Write television scripts consistent with the basic objectives of news, commercial, and instructional styles
- Format above script types for television
- Follow scripts of the above types in producing video footage and/or audio soundtrack
- Identify the basic technical, legal and social elements of broadcasting
- Avoid incidents of libel and slander in production situations
- Identify production situations requiring releases & otherwise avoid invasions of privacy
- Discuss copyright protection and procedures

## MINIMAL STANDARDS:

Given suitable raw information, production length, and style (news, commercial, or instructional), the student will demonstrate the ability to write appropriate audio scripts with matching video instructions, to standards and guidelines provided by the instructor.

Given audio and video script components and specified format type, the student will demonstrate the ability to acceptably (criteria provided by the instructor) format finished scripts, to conventional scripting standards.

Given suitable scripts (news, commercial, and instructional), the student will demonstrate the ability to acceptably (criteria provided by the instructor) determine basic production requirements.

## 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 80% 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 knowledge of the video production process reflecting the content of listed prerequisites.

### **PREREQUISITES:**

Introduction to Broadcasting (RTV-111), Audio Techniques (RTV-101), TV Studio Operation (RTV-105), or permission of instructor.

### **CO-REQUISITES:**

Field Operations (RTV-103).

## **TOPIC/CONTENT OUTLINE:**

### A. The Structure of Television Scripts

#### Script formats:

- Standard two-column television scripts
- Shooting scripts
- Narrating scripts
- "On-Air" scripts with live or taped inserts

#### The Audio Column:

- spacing, page placement, case, etc.
- writing for the ear
- writing and following audio instructions
- sound effects
- music
- natural sound
- actualities

#### The Video Column:

- spacing, page placement, case, etc.
- standard shot designations
- writing and following camera directions
- indicating transitions

### B. Writing Styles

- News Writing
- Commercial Scripting
- Instructional Programs
- Other Video Presentation