

Class: COMM 1337.001 Video Production II  
Class meets: Tuesday and Thursday: 9:00am – 10:45am

Instructor: Billy Alonzo

Office: CM 153

Phone: (806)716-2436

Email: [balonzo@southplainscollege.edu](mailto:balonzo@southplainscollege.edu)

I ask you email me via email not through Blackboard.

Semester: Spring Semester 2021

**Office hours:** Mon & Wed.: 9:15am -10:45pm, and 4:15 to 5:15

Tue & Thur.: 1:15pm- 2:15am

Friday: 9:30 – 11:30 noon, or by appt.

I can meet via online method so email me requesting to meet via online. I will try to response as soon as possible but I usually do not check my email on weekends so it may be Monday before I see email you sent over the weekend.

Lecture and Lab: **You will have additional work outside of class**

#### General Information

**Textbook:** The textbook we will use is The Digital FilmMaking Handbook Premiere Pro for FilmMakers by Sonja Schenk 2020, and also look at The Video Editing Handbook by Aaron Goold. There will be handouts and notes to take in class please keep up with the notes because that is where information for the exams will come from and will help you when working on projects. You will also be assigned some videos to watch on various sites for learning material.

**Supplies Needed:** Notebook or folder in which to keep syllabus, schedule, handouts, returned assignments, and notes you will take. Students will need a USB drive to save projects and copies of video. 32gb minimum

**Attendance and Class Participation Policy:** This semester I will be keeping up with attendance in the face-to-face and if the class goes online. I will not have all students meet every class meeting but I do expect for assignments to be completed on time and for the students to complete projects on time. I also require that if we do go online due to Covid-19 that you communicate with me via email or Blackboard. If you are missing class and not communicating I will drop you from the course with a grade of an X.

#### **Spring 2021 Covid-19 SPC Policies:**

*It is the policy of South Plains College for the Spring 2021 semester that as a condition of on-campus enrollment, all students are required to engage in safe behaviors to avoid the spread of COVID-19 in the SPC community. Such behaviors specifically include the requirement that all students properly wear CDC-compliant face coverings while in SPC buildings including in classrooms, labs, hallways, and restrooms. Failure to comply with this policy may result in dismissal from the current class session. If the student refuses to leave the classroom or lab after being dismissed, the student may be referred to the Dean of Students on the Levelland campus or the Dean/Director of external centers for Student Code of Conduct Violation.*

**Grade Determination:** The student’s grade will be determined on the basis of their performance in class. It will include class attendance and participation, hand-outs, exams, and projects. Each activity will be weighted as follows:

Attendance/Participation		100 Points
Handouts (5)	20	100 points
Exam (3)	100	300 points
Projects		350 points
Final Project		150 points
<hr/>		
Total Points		1000 points

**Projects will NOT be accepted late.** If you miss an exam during the semester you will have to make up the quiz or exam when the instructor gives you permission. I will have your class average throughout the semester on Blackboard. If you have questions about your grade in the class please ask me.

It is also important during this semester and any semester that the student have access to a good and reliable internet signal and a dependable computer. This will give students’ access to Blackboard where assignments, quizzes, exams, and some video content will be posted for this class and most other classes a student is taking while at SPC. Please ask about any help you may need with internet or computer during the semester.

This is a communications and video class but I do not want students using cell phones during class or listening to music in class. Leave your smart devices in your car or dorm room if you can’t stay off of them while in class. I will ask nicely once to put it up after that I will take them up and return them at the end of class. All I ask is for respect in class of me and others in class. This is a learning environment not a place to enjoy your entertainment.

There is some outside of class time commitment for this class especially after the first couple of weeks. So the excuse “I do not have time to work on the project” will not be accepted. If you feel this will be difficult for you to do please re-think taking this class.

**Purpose of the course:** This course will provide students with a general knowledge of the fundamentals of video production and the process of operating television and video equipment. Students will learn the process of planning for a television or video production. They will learn the pre-production, production, and post-production stages of video recording an event. The student will gain knowledge in operating field cameras, studio cameras, video machines, non-linear editing, basic lighting, audio for video, and computer-generated graphics. The class will focus on the use of non-linear editing software Adobe Premier and Photoshop to create video content. The student will understand how to tell a story visually using all the various tools necessary.

**Course objective:** Upon successful completion of this course, the student will be able to demonstrate a working knowledge of the equipment used for video production in a studio or out in the field. The student will also have knowledge of the terminology used in the television and video industry, and the process of producing quality video productions.

**Students with disabilities,** including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Special Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Special Services Coordinator. For more information, call or visit the Special Services Office in the Student Services building, or call 894-9611 ext. 2529 or the Counseling Center at ext 2366.

**Diversity Statement:**

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

**Civility Code:**

As future professionals, you are to communicate with each other in a professional and civil manner. Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

**Equal Opportunity, Harassment, and Non-Discrimination Statement**

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

**Title IX Pregnancy Accommodations Statement (updated 6/2019)**

If you are pregnant, or have given birth been within six months, under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Director of Health and Wellness at 806-716-2362 or e-mail [cgilster@southplainscollege.edu](mailto:cgilster@southplainscollege.edu) for assistance.

**Campus Concealed Carry Statement**- Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at:

[http://www.southplainscollege.edu/human\\_resources/policy\\_procedure/hhc.php](http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php)

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.