

Teacher's Name: Joel Valdez

Subject: A/V Production I

School: Overton High School

School Phone #: 901-416-2136 Ext: 82667

Office Hours: Monday and Thursday 2:20 pm to 2:50 pm

Room 604

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High School Elective Course – 180 Days

I. Course Description

A/V Production I is a foundational course in the Arts, A/V Technology, & Communications cluster for students interested in A/V (audio/visual) production occupations. Upon completion of this course, proficient students will be able to explain and complete the phases of the production process including pre-production, production, and post-production. Students will establish basic skills in operating cameras, basic audio equipment, and other production equipment. Standards in this course include career exploration, an overview of the history and evolution of A/V production, and legal issues affecting A/V production. In addition, students will begin compiling artifacts for inclusion in a portfolio, which they will carry with them throughout the full sequence of courses in this program of study.

II. Course Standard

- Safety
- History and Evolution of AV Production
- Career Exploration
- Ethical and Legal Issues
- Introduction To the Production Process
- Production Process
- Production Equipment
- Planning a production
- Post-Production
- Portfolio

III Classroom Expectations

- 1) Use polite and respectful language when speaking to students and teachers.
- 2) Mute and put away your cellphone during class.
- 3) You workstation must be clear and clean. No eating or drinking near your workstation.
- 4) Actively listen during instruction
- 5) Actively participate in class and complete all assignments. Ask/Answer questions, take turns participating in discussions, and work independently or in groups (when assigned).

IV Grading Policy

The District believes that a sufficient number of grades should be earned and recorded to accurately reflect a student's progress.

Students in grades 9-12 must be provided an opportunity to earn at least 17 grades per nine-weeks (quarter) distributed among the following categories with the following weights. With the exception of projects, portfolios, and presentations, two grades for each required category (totaling eight grades) must be earned and recorded by the interim of the nine-week period.

NEW GRADING SCALE

A.....90-100 B80-89 . C.....70-79 . D.60-69 . F.59-Below

Tests/Quizzes 40% . Classwork 35% . Participation 5% . Homework 10% . Projects 10%

V MAKEUP WORK

After each absence, students have two days to bring a note from their parent(s)/guardian(s) to excuse the absence. All makeup work must be completed after school. -up work occurs during a nine-week period. Students should make every effort and be afforded

the opportunity to make up work missed due to excused and unexcused absences. In the event of an excused absence, students are expected to make-up work missed within a reasonable time (e.g., at least one or more days of make up for each day of excused absence). In the event of an unexcused absence (including short-term suspensions), one day of make-up shall be allowed for each day of unexcused absence (unless otherwise extended by the school or extended based on law or policy), beginning the day after the student's return to class. For example, if a student misses Thursday and Friday of a week and returns to school on Monday, the student has Tuesday and Wednesday to complete make-up work and work is due on Thursday.

VI RULES

1. NO EATING OR DRINKING IN CLASS
2. CELLPHONES and EARBUDS SHOULD BE OUT-OF-SIGHT/ CAN ONLY BE USED WITH PERMISSION FROM THE TEACHER.
3. ARRIVE TO CLASS ON TIME : 15/15 RULE
4. BE RESPECTFUL TO OTHERS
5. PAY ATTENTION/STAY ON TASK/TURN IN ASSIGNMENTS
6. NO HORSEPLAYING / KEEP YOUR HANDS TO YOURSELF
7. NO IMPROPER USE OF EQUIPMENT AND/OR COMPUTERS.
8. EQUIPMENT/LAPTOPS MUST BE SIGNED OUT BEFORE USE AND RETURNED AFTER USE

VII CONSEQUENCES FOR BREAKING RULES

1. Verbal warning
2. Written behavior assignment to be completed by student; class seat changed, student/teacher conference, or parent contacted as necessary.
3. Detention (lunch or after school); parent contacted as necessary.
4. Parent Contacted (parent/teacher/student behavior contract if needed).
5. Student sent to pupil services with disciplinary referral form.

CLASSROOM SUPPLIES

Please be prepared every day with a pen/pencil and a notepad.

OPTIONAL SUPPLIES

SD Card USB Drive Student Binder

Statement of Recognition and Agreement

As the parent/guardian of _____, I have read and understand the classroom rules, policies, and procedures with my child. Should I have any questions or concerns, I may contact the teacher via phone or email, and/or schedule a conference with the teacher.

Student Signature _____

Date _____

Parent/Guardian Signature _____

Date _____

