

**Course Syllabus**  
**COMM 2332 Radio and Television News**  
**COMM 2324 Television Practicum**  
**South Plains College Communication Department**

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**I. General Information**

A. **Textbook:** No textbook is required. You will need to purchase a SDHC or SDXC media card of 16GB or higher for you to record projects.

B. Class Day and Time: Monday/Wednesday at 2:30 – 3:45  
or Tuesday/Thursday at 2:30 – 3:45

**Attendance Policy:** Attendance will be taken at each class meeting. Students with more than four absences cannot meet the minimum standards established for this class. Persons arriving after the roll is checked are encouraged to attend class, but will not be counted as present. Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

**C. Grade Determination:** The student's grade will be determined by the quantity and quality of efforts in the planning and production of television and/or radio newscasts. During the course of the semester, students will produce a live television news briefs, aired on the campus television station, SPC TV (cable). The students will also have the opportunity to produce a number of news, weather and sports updates. You also work on several news packages and PSAs in class.

Cell phone usage in this class is to be very limited, when we are rehearsing or airing an actual newscast we DO NOT want to see cell phones being used. Your full attention should be given to the task you are doing at the time. If it becomes a problem during the semester no phones will be allowed.

**II. Purpose of Course:** The purpose of this course is to provide students with the opportunity to participate in the production of a television and/or radio newscast and long form edited feature program.

### **III. Course Objectives**

Students participating in this course should gain experience in the following areas:

- a. newscast pre-production planning
- b. electronic news gathering
- c. writing of news stories for on-air and packages
- d. audio and video post-production
- e. television studio and field lighting
- f. basic studio and field audio applications for radio and television
- g. use of local & national news sources,
- h. the internet and newsroom management computer applications
- i. use of computer generated graphics
- j. terminology used in the broadcast news industry

### **IV. Credit**

Students enrolled in COM 2332 receive 3 semester hour credit for each class.

**V. Class Expectations:** This is a hands-on class. This means we mostly do projects that will require time from you in and outside of class. You will need to meet deadlines when project are assigned. Please communicate any concerns or problems you are having before the project is due. PLEASE! PLEASE! ASK QUESTIONS IF YOU DO NOT UNDERSTAND! There will also be writing done in this class, please have the scripts proofread before recording any audio NO EXCEPTIONS! This will result in loss of points and of the project not airing.

## **VI. Students with disabilities**

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.

## **VII. Student Participation**

This is a “hands-on” class. Students are expected to actively participate in the producing and production of the television newscasts. Students who do not participate in the class will miss out on an outstanding opportunity to work in an excellent television studio, control room, newsroom and radio production studio. Students who embrace these opportunities should gain vital “real-world” experience.

### ***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.*