

# RTVB-1302 Computer Applications for Media Production

## TARRANT COUNTY COLLEGE DISTRICT MASTER SYLLABUS

### COURSE DESCRIPTION

Computer applications for audio, video, graphics, budgets, and scripts in media productions.

### COURSE TYPE

Technical

### COURSE GOALS AND LEARNING OUTCOMES

End-of-Course Outcomes: Operate computer workstations for audio/video editing systems and 2-D animation; outline a budget spreadsheet; and format a script.

Learning outcomes are linked to SCANS requirements. Specific SCANS requirements are linked to the class schedule.

Upon successful completion of this course, students will:

1. Demonstrate an understanding of the hardware and software components of a computer system by
  - a. explaining computer terminology (1a, 1b, 2e);
  - b. describing software operating systems and applications (1a, 2c, 2e);
  - c. identifying peripherals (1a, 2c, 2e);
  - d. distinguishing principles of computer components operations (1b, 2e);
  - e. formulating a computer system based on software requirements (1a, 1b, 2a, 2c, 2d, 2e).
2. Operate computer applications by
  - a. producing files (1a, 1b, 2a, 2c, 2e);
  - b. saving files (1a, 1b, 2a, 2c, 2e);
  - c. creating projects (1a, 1b, 2a, 2c, 2d, 2e);
  - d. manipulating projects (1a, 1b, 2a, 2c, 2d, 2e);
  - e. exporting projects to storage media (1a, 1b, 2a, 2c, 2e);
  - f. demonstrating effective file management (1a, 1b, 2e);
  - g. preparing projects for a variety of presentation formats (1a, 1b, 2c, 2e);
  - h. practicing responsible internet security and management practices (1b, 1c, 2e).
3. Produce computer based word processing, spreadsheet, and presentation projects by
  - a. preparing media business communication documents (1a, 1b, 2c, 2e);
  - b. creating slide based presentation programs (1a, 1b, 2c, 2e);
  - c. employing principles of basic graphic design (1a, 1b, 2c, 2e);

- d. manipulating images, animation, music, and audio (1a, 1b, 2c, 2e);
  - e. explaining design process (1a, 1b, 2c, 2e);
  - f. applying mathematical formulas (1a, 1b, 2a, 2c, 2e).
4. Edit audio and video projects by
- a. selecting images, footage, and audio elements for projects (1a, 1b, 2d, 2c);
  - b. importing files into projects (1a, 1b, 2c, 2e);
  - c. employing creative thinking to plan and create comprehensive visual and aural stories and editing footage appropriately, solving problems as they arise (1a, 1b, 1c, 2a, 2b, 2c, 2d, 2e);
  - d. editing clips and production elements (1b, 2c, 2d, 2e);
  - e. manipulating clips and production elements (1b, 2c, 2d, 2e);
  - f. exporting projects for media storage and presentation (1b, 2c, 2d, 2e).
5. Collaborate with others in a shared facility learning environment by
- a. managing computer resources in a shared lab environment (1b, 1c, 2a, 2b, 2c, 2e);
  - b. cooperating with staff and other students to ensure equitable distribution of lab materials and available storage space (1b, 1c, 2a, 2b, 2c, 2e);
  - c. sharing knowledge with other students and learning from others in a collaboration of ideas and techniques (1a, 1b, 1c, 2a, 2b, 2c, 2d, 2e);
  - d. practicing responsible self-management to keep computer lab facilities and resources operational (1a, 1b, 1c, 2a, 2b, 2c, 2d, 2e).
6. Evaluate projects by
- a. critiquing student assignments (1a, 1b, 1c, 2a, 2b, 2c);
  - b. justifying analysis (1a, 1b, 1c, 2a, 2b, 2c);
  - c. assembling a portfolio of completed projects (1a, 1b, 1c, 2a, 2b, 2c, 2e).

## **COURSE ASSESSMENT**

Student success is measured by a variety of assessment techniques aligned with course goals and learning outcomes. Individual faculty members are responsible for designing evaluation instruments to measure student mastery of course goals and learning outcomes and indicating the nature of such evaluation instruments in the instructor's class requirements.

## **STUDENT ACCESSIBILITY RESOURCES**

Any student with a documented disability needing academic accommodations is required to contact the Student Accessibility Resources (SAR) Office located on each campus to schedule an appointment with the Coordinator of SAR. All discussions are confidential. Because SAR accommodations may require early planning and are not provided retroactively, students are encouraged to contact SAR as early in the semester as possible. SAR is responsible for approving and coordinating all disability-related

services. TCC professors will honor requests for accommodation when they are issued by SAR.

### **SCHOLASTIC DISHONESTY**

Students are responsible for adhering to the TCCD policy on scholastic dishonesty as stated in the online student handbook at [www.tccd.edu](http://www.tccd.edu).

### **RESOURCES**

For additional information regarding the student handbook, academic calendar, course evaluations, attendance policy, SCANS skills, Core Competencies, etc., see [www.tccd.edu](http://www.tccd.edu).