1. COURSE DESCRIPTION:

Three credit hours...day(s) and time(s) to be announced. This is a practicum course to upgrade the training of broadcasting students and to provide them with credit for the practical experience in a radio or television station. (Field learning experience in local broadcast media) Academic supervision will be provided by the instructor. Direction will be provided by the on the job supervisor. A broadcast minor student must complete 210 contact hours (13 hours per week). A non-broadcast minor student is required to complete 31 contact hours (6 hours per week).
<table>
<thead>
<tr>
<th>RATIONAL AND OBJECTIVES</th>
<th>STRATEGIES</th>
<th>ASSESSMENTS</th>
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<tbody>
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<td>To provide opportunities and experiences, through radio/television stations, for students to develop a working relationship with electronic media and be prepared for a career in broadcasting.</td>
<td>Students must have at least 100 – 240 hours of in-the-field experience on a commercial, non-commercial radio station, or Commercial television station.</td>
<td>The on-site supervisor will evaluate the students using a rubric designed by the instructor.</td>
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<td>To continue to develop communications skills and to become familiar with using state of the art broadcasting equipment.</td>
<td>Students will be instructed in the nomenclature and common standards and practices of basic audio and video production.</td>
<td>The supervisor will determine individual mastery skills through subjective assessment of the quality of students’ work on the projects they are assigned and the variety of technical skills.</td>
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<td>The help students develop an understanding of self and grow in personal, non-academic areas, such as self-discipline, independence, adaptability and responsibility.</td>
<td>The student will understand career opportunities for announcers and production technicians by interacting with the personnel from the assigned radio or television outlet.</td>
<td>The on-site supervisor will determine: 1. The level of student engagement in discussion. 2. A student’s ability to work collaboratively with others. 3. Display individual creativity. 4. Meet required project deadlines.</td>
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<td>To improve the visibility of the university’s outreach through improved media contacts.</td>
<td>Each student will be required to prepare a portfolio of a fifth estate media outlet. The student will follow the outline in their course syllabus.</td>
<td>Each student will be graded by tabulating the rating values found in the rubric attached to their syllabus.</td>
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4. OUTLINE OF COURSE CONTENT:

Please refer to the course calendar (January – April 2006). The calendar is attached to this syllabus. The instructor retains the academic prerogative to deviate as necessary to accommodate the most appropriate course of study for learning the course material.

5. CLASS POLICIES AND REMINDERS:

A. All assignments must be placed in a three-ring-notebook. (time sheets, evaluations, etc.)

B. In side of your notebook must be a copy of this syllabus; preceded by a cover sheet. The following information must be on your cover sheet in this order:

   YOUR NAME
   COURSE TITLE
   INSTRUCTOR’S NAME
   DUE DATE
   IDENTIFY THE ASSIGNMENT

C. THE FINAL PROJECT WILL ALSO BE SUBMITTE IN YOUR THREE-RING-NOTEBOOK.

D. The on-site supervisor will give you details of your work assignment(s).

E. If you cannot report to your internship, please notify your supervisor.

F. The internship is non-salaried. (It is our prerogative to negotiate with the organization).

   G. Please meet your instructor on the dates and class hour that is listed in your syllabus.

See instructor for a course calendar.

6. METHODS OF EVALUATION

Evaluations -by on-site supervisor; Grade value 20%. (Evaluation forms attached to the syllabus. You may duplicate sheets.)

You are required to complete a portfolio this semester…40%. (The student is required to complete a student career portfolio)
CONTACT HOURS…BROADCASTING MINORS
GRADE VALUE (MAXIMUM 40%)
240-210  40%
209-180  35%
179-140  30%
139-100  25%
 99-80   20%
 79-60   15%
 59-40   10%

CONTACT HOURS…NON-BROADCASTING MINORS
100-91   40%
 90-71   35%
 70-51   30%
 50-41   25%
 40-31   20%
 30-21   15%
 20-15   10%
 14-09   5%

BC 420-01 BROADCAST INTERNSHIP

STUDENT CAREER PORTFOLIO SECTIONS...

MATERIALS NEEDED: 3 RING BINDER, DIVIDERS, SHEET PROTECTORS

SECTION ONE (1): Self-Assessment Statement
In this section, you will write about yourself answering the following questions:
• Who am I?
• What makes me unique?
• What do I have to offer?
• What are my strengths and weaknesses?

SECTION TWO (2): Career Action Plan
In this section, you will focus on your career goal/objective (radio/tv broadcasting) and list activities to accomplish the goal such as training, schools, experiences, skills, etc. You may want to also create a timeline to help you accomplish each step.

SECTIONS THREE (3): INTRODUCTION AND CAREER GOALS
• Short-term and long-term goals
• Accomplishments
• Community service involvement
• Extra-curricular activities
- Special interests
- Skills and experience

SECTION FOUR (4): Resume, Cover Letter, Applications
- This section will contain the following
  - A cover letter
  - Your resume
  - Letters of recommendation
  - A completed application for a job in the broadcast industry or graduate school

SECTION FIVE (5): Work Samples/Work Experience
Work experience from a broadcast internship. You may include the following information:
- Evaluations forms
- Photos of you at work
- Training agreement
- List of skills and/or competencies you have applied
- Business cards

SECTION SIX (6) Credentials
This section will include items such as:
- College transcripts
- Mid term and Final grade reports

SECTION SEVEN (7) References/Recommendations
A reference is a person who can verify your employment and/or experiences. This person can also verify your character (what kind of person you are). You will need 3 letters of recommendation. These people can be teachers, ministers, coaches, administrators or persons from the community. THEY SHOULD NEVER BE RELATIVES.

SECTION EIGHT (8) Time Sheets
Keep a log of the amount of time you spend on the internship.