RTD 389-001   Electronic Media Workshop:  
Sports Venue Production

SPRING 2016   Class: Comm1046

Faculty Instructor | Class | Office/Email | Office Hours
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R. Dennis Galloway | Wed. 7:00 PM-9:50 PM | Comm2217 | Tues 12:00 P.M–2:30 P.M
 | | | Wed 3:00 PM–5:30 P.M
 | | | or by appt.
dgalloway@siu.edu

Saluki Video Production

Shane Gibbons | Email
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shaner1225@siu.edu

☐ Students will learn what goes into producing a sporting event for television and in venue viewing by working various positions at various events.

☐ Students will know the proper way to shoot a sporting event including proper equipment set up, proper camera settings, what to look for when shooting, and proper tear down.

☐ Students will provide support for Saluki Video Services in screening & archiving materials and other duties thru 1 hour per semester at the Athletic Department offices.

☐ Students will produce a group production feature on an aspect of the Athletics Department, that may be archived on the Saluki All-Access website

☐ Students will provide production support for Saluki Video Services & learn each of the following positions:  
  □ Camera Operator  
  □ Replay Operator  
  □ Camera Controls Operator  
  □ Technical Director / Switcher  
  □ Video Board Operations  
  □ TriCaster and Graphic Operations

• Requirements:

   Attend the regular class time and participate in student work critiques, generate story ideas, and work on in class assignments.

   Work the games and “newsroom” hours you are assigned at the beginning of the semester.

   You must purchase a maroon or black Saluki polo shirt. You may purchase the polo shirt from any vendor and must be worn to every event you work, along with a pair of khaki pants.

Introduction

It is important to understand how important your role is to Saluki Athletics. This class has been created to give students real world experience in sports video production. You are vital to the success of the game presentation for SIU Men’s & Women’s Basketball as well as streaming Baseball & Softball games. If you do not show up for an assigned shift or do not finish a project, it will not only affect your grade but the entire class and athletic department. With the addition of the digital network Saluki All-Access, your involvement is more important than ever. Experience will also be gained by working on some ESPN 3 telecasts, produced for the Missouri Valley Conference.
**Class Attendance**

Your course work and critique will occur during the regularly scheduled class time. Absence from the class will not only put you behind in the class but could greatly effect the game production of Saluki Athletic Events or regularly scheduled content on Saluki All-Access. You can have up to two unexcused class absences, after that your Final Grade will drop 3%. If you have any problems that come up, please let me know before class. An arrangement may be worked out but not guaranteed.

Students will be informed if the scheduled class will meet in an alternate location at the SIU Arena. There will also be times when the class meeting would be canceled due to multiple productions during a given week. Students will be advised in advance.

**Game Attendance**

During the first class, you will be given a schedule of events produced by Saluki Video Services and you will indicate the games/events that you are available to work. You will be required to work a minimum of 10 events for the semester. If you cannot work an assigned event, you must notify both Dennis Galloway & Shane Gibbons and attempt to find another classmate to replace you.

**Grading**

Your performance will be evaluated after each production. We will be looking for growth throughout the semester.

Live Event Production 80%, Video Services office support 5%, All-Access feature production 15%

**In Game Production**

All students will be assigned games and positions after completing an availabilities schedule, which will be merged into a master schedule. It is the responsibility of the student to be at all assigned games in proper attire ready for their shift. You may work more than the minimum requirement.

Grading during the first few weeks will be how well you adapt to change and learn the position. As the semester progresses, you will be graded heavier on your knowledge of the position. Any student who wishes to practice more on camera operations and replay or simply wants a one on one critique of their work may schedule a time to meet with me. This critique must be scheduled at least 2 days in advance.

**Office Hours**

In week 3, students will indicate their availabilities to work 1 hour per semester in the Video Services office, where they will give support in screening & archiving materials and other responsibilities to be determined.

**Class Attendance and Participation**

Students will not only be graded on their attendance but also on their participation in discussions and critique of other students work. It is important to not only receive critique of the instructor but also from your peers. Videoconference sessions with industry professionals will be scheduled as well.

**Final Exam**

“We emphasize student achievement and success because achievement and success are essential if we are to shape future leaders and transform lives.”  

IMPORTANT EMERGENCY PROCEDURES

Building Emergency Response Protocols for Syllabus:
University’s Emergency Procedure Clause:

Southern Illinois University Carbondale is committed to providing a safe and healthy environment for study and work. Because some health and safety circumstances are beyond our control, we ask that you become familiar with the SIUC Emergency Response Plan and Building Emergency Response Team (BERT) program. Emergency response information is available on posters in buildings on campus, available on BERT’s website at www.bert.siu.edu, Department of Public Safety’s website www.dps.siu.edu (disaster drop down) and in the Emergency Response Guideline pamphlet. Know how to respond to each type of emergency.

Instructors will provide guidance and direction to students in the classroom in the event of an emergency affecting your location. It is important that you follow these instructions and stay with your instructor during an evacuation or sheltering emergency. The Building Emergency Response Team will provide assistance to your instructor in evacuating the building or sheltering within the facility.

Students With a Disability:

Instructors and students in the class will work together as a team to assist students with a disability safely out of the building. Students with a disability will stay with the instructor and communicate with the instructor what is the safest way to assist them.

Tornado:

During the spring semester we have a Storm Drill.

Pick up your belongings and your instructor will lead you to a safe area of the basement. No one will be allowed to stay upstairs. Stay away from windows. The drill should not last more than 10 minutes. You must stay with your instructor so he/she can take roll. Students need to be quiet in the basement as the BERT members are listening to emergency instructions on handheld radios and cannot hear well in the basement.

Fire:

During the fall semester we have a Fire Drill.
Pick up your belongings and your instructor will lead you to either the North or South parking lot depending on what part of the building your class is in. You must stay with
your instructor so he/she can take roll. As soon as the building is all clear, you will be allowed to return to class.

**These drills are to train instructors and the Building Emergency Response Team to get everyone to a safe place during an emergency.**

**Bomb Threat:**

If someone calls in a bomb threat, class will be suspended and students will be asked to pick up their belongings, evacuate the building and leave the premises. Do not leave anything that is yours behind. We will not allow anyone back into the building until the police and bomb squad give us an all clear. **DO NOT USE YOUR CELL PHONES.** Some bombs are triggered by a cell phone signal.

**Shooter in the Building:**

If it is safe to leave, move to a safe area far from the building away from where the shooter is located. If anyone has any information about the shooter, please contact the police after they have gone someplace safe.

If it is not safe to leave, go into a room, lock the door and turn out the lights. Everyone should spread out and not huddle together as a group. Don't stand in front of the door or in line of fire with the door. Students' chair and desks should be piled in front of the glass and door as a barricade and the teacher's desk, podium and anything movable can be pushed against the door. This is intended to slow down any attempts to enter the classroom. If it looks like the shooter is persistent and able to enter, make a lot of noise and have the students use everything in their backpacks to throw at the shooter to distract him.

Silence all cell phones after one person in the room calls the police and informs them of their location and how many people are in the room. **Be quiet and wait for the police to arrive.** The police are looking for one or more shooters, and they have no way of knowing if the shooter is in the room people are hiding in. For this reason, when the police enter the room, no one should have anything in his/her hands and each person **MUST** raise his/her hands above his/her head.

**Earthquake:**

In the event of an earthquake, you are advised to take cover quickly under heavy furniture or crouch near an interior wall or corner and cover your head to avoid falling debris. Outside the building are trees and power lines and debris from the building itself that you will need to stay away from. In the building, large open areas like auditoriums are the most dangerous. Do not try to escape on a stairway or elevator. Do not hide under a stairway. We do not recommend that you stand in a doorway because the door could shut from the vibrations and crush your fingers trapping you there.

**Rave Mobile Safety Alert System:**
We recommend that you sign up for the Rave Mobile Safety Alert System. It is a new system that replaces the WENS system to alert you through emergency text messages on your cell phone and emails for emergencies on campus, weather reports and emergency school closures. You have to sign up. If you were signed up for WENS it does not roll over. You have to sign up for Rave Mobile Safety Alert System. Go to Saluki Net, go to my records tab, under SIUC Personal Records, click on View My SIUC Student Records, Under Main Menu click on Personal Information, click on View and Update Addresses and Phones, in the middle of the page click [Update Addresses and Phones], under phones click Primary: This will take you to Update Addresses and Phones – Update/Insert, under primary phone number for this address put in your cell phone and submit. For more information, visit dps.siu.edu; contact SalukiTech at 453-5155 or salukitech@siu.edu.

CPR/Defibrillator and First Aid Class:

If you would like to take a CPR/Defibrillator and/or First Aid class, contact LaVon Donley-Cornett, lavong@siu.edu or call 453-7473.

Women's Self Defense Classes are offered to female students faculty and staff by the Department of SIU Public Safety. For more information contact Officer Mary Stark marys@dps.siu.edu.

Syllabus Attachment Spring 2016

http://pvca.siu.edu/

IMPORTANT DATES *

Semester Class Begins......................................................01/19/2016

Last day to add a class (without instructor permission):..............01/24/2016

Last day to withdraw completely and receive a 100% refund: ......01/31/2016

Last day to drop a course using SalukiNet:.........................04/03/2016

Last day to file diploma application (for name to appear in Commencement program): ......................................................02/12/2016

Final examinations: ...................................................05/09-05/13/2016

Note: For outreach, internet, and short course drop/add dates, visit Registrar’s Academic webpage http://registrar.siu.edu/

SPRING SEMESTER HOLIDAYS

Martin Luther King, Jr.’s Birthday Holiday 01/18/2016 Spring Break 03/12—03/20/2016
WITHDRAWAL POLICY - Undergraduate only
Students who officially register for a session may not withdraw merely by the stopping of attendance. An official withdrawal form needs to be initiated by the student and processed by the University. For the proper procedures to follow when dropping courses and when withdrawing from the University, please visit [http://registrar.siu.edu/catalog/undergraduatecatalog.html](http://registrar.siu.edu/catalog/undergraduatecatalog.html)

INCOMPLETE POLICY ~ Undergraduate only

An INC is assigned when, for reasons beyond their control, students engaged in passing work are unable to complete all class assignments. An INC must be changed to a completed grade within one semester following the term in which the course was taken, or graduation, whichever occurs first. Should the student fail to complete the course within the time period designated, that is, by no later than the end of the semester following the term in which the course was taken, or graduation, whichever occurs first, the incomplete will be converted to a grade of F and the grade will be computed in the student's grade point average. For more information please visit:

[http://registrar.siu.edu/grades/incomplete.html](http://registrar.siu.edu/grades/incomplete.html)

REPEAT POLICY

An undergraduate student may, for the purpose of raising a grade, enroll in a course for credit no more than two times (two total enrollments) unless otherwise noted in the course description. For students receiving a letter grade of A, B, C, D, or F, the course repetition must occur at Southern Illinois University Carbondale. Only the most recent (last) grade will be calculated in the overall GPA and count toward hours earned. See full policy at

[http://registrar.siu.edu/catalog/undergraduatecatalog.html](http://registrar.siu.edu/catalog/undergraduatecatalog.html)

GRADUATE POLICIES

Graduate policies often vary from Undergraduate policies. To view the applicable policies for graduate students, please visit:


DISABILITY POLICY

Disability Support Services provides the required academic and programmatic support services to students with permanent and temporary disabilities. DSS provides centralized coordination and referral services. To utilize DSS services, students must come to the DSS to open cases. The process involves interviews, reviews of student-supplied documentation, and completion of Disability Accommodation Agreements.

[http://disabilityservices.siu.edu/](http://disabilityservices.siu.edu/)

PLAGIARISM

Student Conduct Code [http://srr.siu.edu/student_conduct_code/](http://srr.siu.edu/student_conduct_code/)
Guidelines for Faculty [http://pvcaa.siu.edu/_common/documents/Plagiarism/](http://pvcaa.siu.edu/_common/documents/Plagiarism/)

[Guide%20to%20Preventing%20Plagiarism.pdf](http://pvcaa.siu.edu/_common/documents/Plagiarism/)

MORRIS LIBRARY HOURS

[http://www.lib.siu.edu/about](http://www.lib.siu.edu/about)

SAFETY AWARENESS FACTS AND EDUCATION

Title IX makes it clear that violence and harassment based on sex and gender is a Civil Rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. If you or someone you know has been harassed or assaulted, you can find the appropriate resources here: [http://safe.siu.edu](http://safe.siu.edu)

SALUKI CARES

The purpose of Saluki Cares is to develop, facilitate and coordinate a university-wide program of care and support for students in any type of distress—physical, emotional, financial, or personal. By working closely with faculty, staff, students and their families, SIU
will continue to display a culture of care and demonstrate to our students and their families that they are an important part of the community. For Information on Saluki Cares: (618) 453-5714, or siucares@siu.edu

http://salukicares.siu.edu/index.html

EMERGENCY PROCEDURES

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INCLUSIVE EXCELLENCE

SIU contains people from all walks of life, from many different cultures and subcultures, and representing all strata of society, nationalities, ethnicities, lifestyles, and affiliations. Learning from and working with people who differ is an important part of education as well as an essential preparation for any career. For more information please visit: http://www.inclusiveexcellence.siu.edu/

LEARNING AND SUPPORT SERVICES

Help is within reach. Learning support services offers free tutoring on campus and math labs. To find more information please visit the Center for Learning and Support Services website:

Tutoring : http://tutoring.siu.edu/
Math Labs http://math.siu.edu/courses/course-help.php WRITING CENTER

The Writing Center offers free tutoring services to all SIU students and faculty. To find a Center or Schedule an appointment please visit http://write.siu.edu/

AFFIRMATIVE ACTION & EQUAL OPPORTUNITY

Our office’s main focus is to ensure that the university complies with federal and state equity policies and handles reporting and investigating of discrimination cases. For more information visit:

http://diversity.siu.edu/#

Additional Resources Available: