Audio/Video Technology & Film III
Course Code: 700795y
South Forsyth High School

Teacher: Mrs. Anna Miller   **Email:** amiller@forsyth.kl2.ga.us

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School Year: 2022-2023   **School Website:** https://www.forsyth.kl2.ga.us/sfhs

Availability: I am available by appointment.

Course Description: This one-credit transition course is designed to facilitate student-led projects under the guidance of the instructor. Students work cooperatively and independently in all phases of production. Skills USA and Technology Student Association (TSA) are examples of, but not limited to, appropriate organizations for providing leadership training and/or for reinforcing specific career and technical skills and may be considered an integral part of the instructional program.

Standards:
1. Demonstrate employability skills required by business and industry
2. In an independent production setting, select and develop the direction of specialization for news, film, and graphics
3. Create portfolios to include resume, letter of recommendations, references, list of skill sets, and demo reel highlighting of the students' skill sets
4. Demonstrate collaborating effectively in group media production
5. Describe and apply the principles of media law
6. Examine how SkillsUSA is a co-curricular part of career and technical education through leadership development, school and community service projects, and competitive events

Required Materials: SD card (at least 8 GB; no micro-SD cards)

Course Prerequisites: The prerequisites for this course are AVTF I and AVTF II. This is the final class in the AVTF pathway at South Forsyth High School.. The next course is an optional Broadcast/Video Production Lab or Work Based Learning.

Career Pathways: Courses must be completed in the order listed below.

Audio & Video Technology & Film I *	
Audio & Video Technology & Film II *	
Audio & Video Technology & Film III *	* Required for Pathway Completion
Optional Course:	
Broadcast/Video Production Lab or Work Based Learning	

Career and Technical Student Organization: SkillsUSA – CTSOs are co-curricular organizations with leadership programs and competitive events which reflect current curriculum standards and competencies for the instructional programs they serve. Teachers infuse CTSO activities into the instructional activities, thereby helping students see the real world value of their academic studies. The CTSO for this course is SkillsUSA, and students are encouraged to take advantage of these additional leadership opportunities. See Mrs. Miller for ways to join our local SkillsUSA Chapter.

Finding Assignments: All weekly assignments are posted on our class itslearning page under "plans".

Grading:
Non-EOC Course Average = 50% (1st Sem. Course Work) + 50% (2nd Sem. Course Work)
1st and 2nd Semester Course Work = 75% Summative + 25% Formative

Grading Policy:
A = 90 – 100
B = 80 – 89
C = 70 – 79
Failing = Below 70
Formative Assessments include, but are not limited to homework, class work, practice tests, rough drafts, and sections of projects/ research papers/presentations.
Summative Assessments include, but are not limited to unit tests, final projects, final essays, final research papers, and final presentations.
A quality point is provided to students who successfully complete the entire course which is designated as Advanced Placement, International Baccalaureate, or Dual Enrollment.

Make-up Policy: It is the student's responsibility to obtain and complete make-up work. Make up work is defined as work assigned during a student's absence, not work assigned prior to an absence. The student has five (5) school days upon returning to school to complete make-up work. The teacher has the discretion to grant a longer period to make up work, if there are extenuating circumstances.

Guidelines for Success:
1. Come to class with a positive attitude, ready to learn.
2. Be responsible
3. Take pride in your work
4. Give and receive feedback with humility and kindness
5. Remember: in AVTF II we are a *family*

Class Expectations:
1. Respect everyone at all times.
2. Respect classroom and lab equipment.
3. Honor new ideas. Keep an open mind – creativity is our currency.
4. Hit your deadlines. Be on time.
5. Be prepared. Bring your SD card, notebook and other class materials with you each day.
6. Place food, drink and cell phones/electronic devices away. These items can damage our equipment.
7. Do your own work. Never present anyone else's video as your own, this is cheating. Cheating in any form will not be tolerated.

Tardiness Policy: Upon arriving late to class, the student will complete the Tardy QR Code Form, be marked tardy by the teacher, and given a verbal warning. The third tardy will result in parent contact and a fourth tardy will result in detention. Any subsequent tardies will result in a discipline referral.

Learning Resources/Textbook(s): All learning resources, both print and digital, are meant to support and enhance the student learning experience of this class. Below are the names of the textbooks and websites that will be used in this course. Some of the web-based resources require parent permission per federal regulations. Federal laws that guide parent permission requirements are as follows:
- **Children's Internet Protection Act (CIPA):** The school is required by CIPA to have technology measures and policies in place that protect students from harmful materials including those that are obscene and pornographic. Any harmful content contained within inappropriate sites will be blocked.
  http://fcc.gov/cgb/consumerfacts/cipa.html
- **Children's Online Privacy Protection Act (COPPA):** COPPA applies to commercial companies and limits their ability to collect personal information from children under 13years of age. No personal student information

is collected for commercial purposes. https://www.ftc.gov/tips-advice/business-center/guidance/complying-coppa-frequently-asked-questions-0

- **Family Educational Rights and Privacy Act (FERPA):** FERPA protects the privacy of student education records and gives parents the right to review records. Under FERPA, schools may disclose directory information in certain circumstances.
  http://www2.ed.gov/policy/gen/guid/fpco/ferpa

Please review the resource list. Each website related to the curriculum resources is provided along with their privacy policies. Should you have any questions regarding these resources immediately contact the course teacher via email or phone.

Name of Resource*	Hard copy/Website	Privacy Policy
Virtual Job Shadow	Website	https://www.virtualjobshadow.com/resources/policy/
Adobe Certified Associate (ACA)	Website	https://home.pearsonvue.com/privacy
Adobe Creative Cloud	Website	https://www.adobe.com/
YouScience	Website	https://www.youscience.com/privacy-policy/
Talk Hiring Job Interview Practice	https://www.talkhiring.com/	https://www.talkhiring.com/privacy-policy

* The following resources are county approved. These resources may vary by school due to sequencing, pacing, curriculum design, and/or individual needs of students.

Dress for Success: Career and technical education pathways in Forsyth County incorporate Dress for Success Days throughout the school year. These experiences allow students to foster confidence and continue to develop a positive self-image, while understanding the importance of dressing well for their future profession. At certain intervals throughout the course, students will analyze industry standards of the profession and study the importance of dressing well for a job interview. This will culminate into being fully prepared for Community Mock Interviews which occur as students complete a career pathway.

Industry Credentialing/End of Pathway Assessments: Students are encouraged to select a career pathway beginning in the ninth or tenth grade that is connected to college and career goals. This course is one of three courses in the career pathway chosen by a student. At the conclusion of the third pathway course, students will be required to take an industry credentialing End of Pathway Assessment. This assessment provides students an opportunity to demonstrate what they have learned by completing an online, nationally recognized exam and allows students the ability to earn a FCS Pathway Medallion upon graduation.

Credential of Value (EOPA) Assessment Name: Adobe Certified Associate (ACA): Adobe Premiere Pro
Credential of Value (EOPA) Assessment Vendor: Certiport

See last page for Lab Safety Affidavit

Laboratory Safety Affidavit

To ensure a safe and healthy environment is maintained in the laboratory, all students must read and follow the safety regulations listed below.

Safety is the responsibility of each and every student.

1. Inspect all equipment before use. Do not use any equipment that appears broken and/or unsafe. Notify the teacher immediately if you find equipment that has been damaged in any way.

2. Do not eat or drink in the lab or around any equipment. Spilled food or drink can ruin equipment and create an electrical hazard.

3. Never touch the lighting element in any lighting equipment. The oils from your skin can cause the lamp to explode once it gets hot, sending molten glass flying everywhere.

4. Never move any lighting instrument while it is turned on. Be sure that all lights have been powered down and had a chance to cool before you change their position in any way.

5. Beware of audio cables and power cords. Never run any cord or cable near water. Think safety when you are running cables and cords. Don't create tripping hazards.

6. Never engage in horseplay or practical jokes. Keep extraneous conversation to a minimum; maintain focused attention on the lab activity at hand. Only materials needed for the lab should be brought into the laboratory area.

7. Do only the work assigned and in the manner prescribed. Unauthorized productions and work is prohibited and subject to disciplinary action.

8. The teacher is to be notified immediately in case of any accident, breakage, or spill no matter how trivial it may appear.

9. Dispose of waste in the way that you are instructed by your teacher. Keep the lab area clean and cleanup thoroughly at the end of the lab period.

10. Do not ever leave the classroom without 1) Mrs. Miller's permission, 2) your AVTF badge, and 3) access to our class GroupMe messaging app. Communication is key in case of an emergency.