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**Video Making/Digital Storytelling**

Fall 2017

JB Whiteley Building - Room 112 | 9:00-10:30pm | Mon./Wed.

3 hour/week lecture course / 13 weeks Semester

September 12th – Dec. 12th, 2017

**INSTRUCTOR: Dr. Wren Bump**

**INSTRUCTOR CONTACT INFORMATION: *713-718-2691; wren.bump@hccs.edu***

**COURSE OBJECTIVE:** This is an introductory course to the video production process.

Students will use computer software to create a thematic video which will include video,

music, and pictorial elements.

**GOALS:**

**Upon completion of this program the student will successfully:**

* Comprehend terminology associated with video making.
* Define the target audience.
* Explain the significance of emotional response from the audience.
* Ability to upload pictures and videos into a software program

**PREREQUISITES:** Students must be currently enrolled in the VAST Academy.

**REQUIRED TEXTBOOK**: None

**Instructor Requirements**

As your Instructor, it is my responsibility to**:**

* Facilitate an effective learning environment through class activities, discussions, and lectures
* Arrange to meet with individual students before and after class as required

To be successful in this class, it is the student’s responsibility to**:**

* Attend class and participate in class discussions and activities
* Complete the required assignments and exams.
* Ask for help when there is a question or problem
* Keep copies of all paperwork, including this syllabus, handouts, and all assignments.

**Instructional Methods** As an instructor, I want my students to be successful. I feel that it is my responsibility to provide you with knowledge concerning the skills necessary in finding a job, modeling good teaching strategies that allows you to connect the information that you learn in this course to the real world of office work.

As a student it is your responsibility to read the textbook, submit assignments on the due dates, study for the exams, participate in classroom activities, attend class, and enjoy yourself while experiencing the real challenges of getting a job**.**

As I believe that engaging the students in the learning is essential for teaching to be effective, you will spend the majority of class time involved in collaborative activities. You will be involved in discussions with your classmates and your instructor. As you will want to contribute to these discussions, you will need to come to class prepared to discuss, analyze and evaluate information from your text and other assigned readings.

**Assistance**

Your performance and success in this class is very important. Please feel free to contact your instructor or VAST Dept. Chair or Counselor concerning any problems that you are experiencing in this course. You do not need to wait until you have received a poor grade before you ask for help. Please arrange for your assistance and special needs with our Ability Services office and VAST Dept. All information is located in the HCC Policy Statement – ADA section of this syllabus.

**HCC Policy Statements**

***Class Attendance= Student Success - It is important that you come to class!*** Attending class regularly is the best way to succeed in this class. Research has shown that the single most important factor in student success is attendance. Simply put, going to class greatly increases your ability to succeed. You are expected to attend all lecture and labs regularly. You are responsible for materials covered during your absences. Class attendance is checked daily. Although it is your responsibility to drop a course for nonattendance, the instructor has the authority to drop you for excessive absences.

If you are not attending class, you are not learning the information. As the information that is discussed in class is important for your career, students may be dropped from a course after accumulating absences in excess of 5 days. These days absent would include any total classes missed, excessive tardiness or leaving class early.

Poor attendance records tend to correlate with poor grades. If you miss any class, including the first week, you are responsible for all material missed. It is a good idea to find a friend or a buddy in class who would be willing to share class notes or discussion or be able to hand in paper if you unavoidably miss a class.

**HCC Course Withdrawal Policy**If you plan on withdrawing from your class, you **MUST** contact the VAST Dept. Chair, Counselor or your professor prior to withdrawing (dropping) the class for approval and this must be done **PRIOR** to the withdrawal deadline. \*\*Final withdrawal deadlines vary each semester and/or depending on class length, please visit the online registration calendars, HCC schedule of classes and catalog, any HCC Registration Office, or any HCC counselor to determine class withdrawal deadlines. ***Remember to allow a 24-hour response time when communicating via email and/or telephone with a professor and/or counselor. Do not submit a request to discuss withdrawal options less than a day before the deadline.***  If you do not withdraw before the deadline, you will receive the grade that you are making in the class as your final grade. **100% refund can only be given prior to the first day of class.**

Before, you withdraw from your course; please take the time to meet with the instructor to discuss why you feel it is necessary to do so. The instructor may be able to provide you with suggestions that would enable you to complete the course. It is your responsibility to visit with your professor or a counselor to learn about what, if any, HCC interventions might be available to assist you – online tutoring, child care, financial aid, job placement, etc. – to stay in class and improve your academic performance.

**STUDENT EVALUATION & REQUIREMENTS:**

Midterm Exam & Final Exam

Students will be graded on class participation, class work, homework, notebook/folder, portfolio quizzes, tests and excellent attendance. A detailed progress report will be given on the last day of class.

60 % of the grade will be determined by participation, 20% homework, and 20% test grades.

**Grading Scale**

 100 - 90 = A Complete all requirements & excellent attendance
89 - 80 = B Complete 75% requirements with 25% assistance.
79 - 70 = C Complete less than 50% of the requirements with 50% assistance.

69 & less = C- Did not master less than 25% of the requirements and it is required to repeat the course.

Incomplete Students absent 5 or more days in one semester will not receive a grade of completion. Being tardy 3 times equals one absence.

**Classroom Behavior**Students must follow the HCC Code of Student Conduct posted online. As your instructor and as a student in this class, it is our shared responsibility to develop and maintain a positive learning environment for everyone. Your instructor takes this responsibility very seriously and will inform members of the class if their behavior makes it difficult for him/her to carry out this task. As a fellow learner, you are asked to respect the learning needs of your classmates and assist your instructor achieve this critical goal.

**Use of Camera and/or Recording Devices**

As a student active in the learning community of this course, it is your responsibility to be respectful of the learning atmosphere in your classroom. To show respect of your fellow students and instructor, you will turn off your phone and other electronic devices, and will not use these devices in the classroom unless you receive permission from the instructor.

**Use of recording devices, including camera phones and tape recorders, is prohibited in classrooms, laboratories, faculty offices, and other locations where instruction, tutoring, or testing occurs**. Students with disabilities who need to use a recording device as a reasonable accommodation should contact the Office for Students with Disabilities for information regarding reasonable accommodations

HCC is committed to provide a learning and working environment that is free from discrimination on the basis of sex which includes all forms of sexual misconduct. Title IX of the Education Amendments of 1972 requires that when a complaint is filed, a prompt and thorough investigation is initiated. Complaints may be filed with the HCC Title IX Coordinator available at 713 718-8271 or email at oie@hccs.edu.