Essentials of Digital Media

COMM 2250

Fall 2012 • Weber State University

Instructor: Drew Tyler Office Phone: (801)626-6682 E-mail: drewtyler@weber.edu

Twitter: @knite20

Office Hours: 9am-10am Li 73a, or by appointment.

Required Texts:

Assigned readings on CANVAS.

About the Course:

Communication 2250 introduces you to the basic digital communication skills necessary to be successful in today's multimedia environment. You will learn how to produce and edit audio, stills, and video. You will also learn to upload your content for presentation on the Web. You will learn to use social media to disseminate information relative to your content. Concepts will first be discussed in two lecture periods, and then put into practice in a lab.

Course learning outcomes:

Here are some of the skills you will learn:

- The strengths of the different media
- How to navigate the current media landscape
- Effective design of a digital message
- Producing and editing audio, stills, and video
- Using social media to drive traffic & distribute content
- Choosing the correct channels to disseminate your media

Assignments:

In conjunction with nearly every week of instruction, you will work on a corresponding assignment in the lab. You will have major assignments based upon the following sections:

- Social media use
- Content distribution
- Audio production/editing
- Audio slideshow production/editing
- Video production/editing

The skills you acquire in these sections will ultimately be put to use in a final project. You will keep a blog, complete with hyperlinks, and embedded assignments throughout the semester. You will receive points for regularly updating your blog, which you will post to at least once a week. Blogs are to be 50 to 75 words.

In addition, you will complete smaller assignments and quizzes based upon the readings and instruction you receive during lecture periods.

Materials: You will need to have these things for this class;

- At least one SD card rated above class 6.
- Headphones, earbuds are fine.
- Portable hard drive. (Formatted/partitioned for mac.)



CHECKING OUT EQUIPMENT: For this class, you will need to checkout equipment. Make sure you checkout early and give yourself enough time. Don't expect to have equipment available the day before the assignment is due.

If you know you will be out of town, it is your responsibility to turn in the assignment before you leave. If you have an excused absence (illness or family emergency) on the day the assignment is due, then the assignment will be due the next class period.

Grading Criteria:

Because of the different nature of assignments in this course, each major assignment will be graded upon separate criteria. A rubric will accompany each assignment that will outline expectations.

Grading: Grades for the course will be determined by exams and quality of student-produced projects using a standard grading rubric.

Audio projects: 20%; Video projects: 20%; Blog entries: 10%; Exams: 15%; Final Multimedia Project: 30%; attendance: 5%

In other words:

Audio Project 1: 50 pts.

Audio Project 2: 75 pts.

Audio Project 3: 75 pts.

Video Project 1: 50 pts.

Video Project 2: 75 pts.

Video Project 3: 75 pts. Blog entries: 100 pts.

Exams: 150 pts.

Final Multimedia Project: 300 pts.

Attendance: 50 pts. Total Points: 1000

Grading Scale: A (95-100%)	A- (90 - 94%)	• .
B+ (87-89%)	B (83-86%)	B- (80-82%)
C+ (77-79%)	C (73-76%)	C- (70-72%)
D+ (67-69%)	D (63-66%)	D- (60-62%)
E (below 60%)		• • • • • • • • • • • • • • • • • • • •

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Academic and Professional Honesty: I will not tolerate plagiarism, cheating, or other forms of dishonesty. Weber State University's definition of plagiarism is as follows:

Plagiarism...is the unacknowledged (uncited) use of any other person or group's ideas or work. This includes purchased or borrowed papers; collusion, which is the unauthorized collaboration with another person in preparing work offered for credit; falsification, which is the intentional and unauthorized altering or inventing of any information or citation in an academic exercise, activity, or record-keeping process.

Other forms of dishonesty include making up quotes and sources or collaborating with a student from another section. Sharing answers on quizzes is also academic dishonesty. At the very least, any form of academic dishonesty will result in an E for the assignment. Depending upon the severity, it could result in an E for the course. If you are unsure about whether a particular practice constitutes academic or professional dishonesty, see me before you turn in an assignment.

Accommodation for Disabilities: It is the policy of Weber State University to eliminate discrimination against individuals with disabilities, and to assure equality in providing services, activities and programs to all university constituents, (students, employees, applicants, and patrons). Title II of the Americans With Disabilities Act., Sec. 202, states, in applicants, and patrons). Title II of the Americans With Disabilities Act., Sec. 202, states, in part, "no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of, the services, programs or excluded from participation in or be subjected to discrimination by any such entity." In that activities of a public entity, or be subjected to discrimination by any such entity. "In that spirit, WSU personnel shall work cooperatively with those who request accommodation in order to provide access to the programs, services and activities when viewed in their order to provide access to the programs, services and activities when viewed in their entirety, and they shall attempt to discover an opportunity to provide accommodation in a manner favorable to every qualified individual with a disability who requests such accommodation.

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- About the instructor: I am a full-time instructor and faculty advisor for Weber State News here at Weber State University. I graduated from Brigham Young University with a master's degree in Mass Communication. I have a bachelor's degree in communication/electronic media from Weber State University. For the past 10 years I have worked in television news and video production with my wife. I have created multimedia content for local news stations, local PR agencies, regional television shows and numerous business and individuals.

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Course Outline: (Subject to Change)

DUE TUESDAY	Date:	Class Discussion	Thurs. Lab Project			
•	8/23	Week 1: Introduction and Overview: What is multimedia? How can we use it to share effective messages. Definition of terms, history of multimedia storytelling and how the Internet has changed the way we communicate. Challenges and opportunities. Areas of focus for this class.	No Lab			
	8/30	Week 2: Blogs: What is a blog; blogging conventions - blogrolls, posts, permalinks, traffic, conversation; setting up your own blog. Uses of blogs. Examples of professionals who blog.				
	8/30	Week 2: Writing for the Web/Social Media distribution: How web stories differ from print; How web readers/viewers read stories; what is SEO and why it matters in headline writing. Hyperlinks: What are they? Why are they important? How to make them? What to link to? Using Twitter, Facebook and YouTube.	Create Blogs Twitter/FB/YT embedding			
	9/6	Week 3: Equipment use and technical specifications: How to use our equipment; microphone hasics; terminology. Basic storytelling techniques: What makes for good audio; definitions; examples of effective audio usage online.				
	others; basic interface conventions; basic editing; terminology; exporting. Audio Project 1 9/20 Week 5: Audio Continued: Editing Intervious.		Audio Project 1 (Nat Sound)			
			Audio Project 2 (Interview)			
Audio Project 2 (Interview)	Project 2 9/27 area; Best practices for audio slideshows: Do's and					
	10/4	Week 7: Basic online video messaging techniques: What makes for a good video message; definitions; examples of effective online video. Quantity vs. quality: the newspaper online video debate, making the case for quantity.	Shooting walkthrough			

	11/29	Wiggle Room:	Final Project
Video Project 3	11/22	Week 14: Usability (may get bumped depending on time): Making multimedia content easy to find on your news web site for the present and for the future; helping readers navigate a multimedia package once they find it.	Fina Project
	11/15	Week 13: Packaging the multimedia story: Putting all the pieces together in one package; how to bundle story pieces effectively.	No lab Thanksgiving
Video Project 2	11/8	Week 12: More Video TBA:	Video Project 3
	11/1	Week 11: Video encoding and embedding explained: What is Flash/H.264 and why is it important for video? How to encode video using Final Cut; How to embed a video onto a web page; best practices.	Video Project 2
Video Project 1 Sequence/ In & Out	10/25	Week 10: Video editing: Importing video to a computer; discussion of editing software; basic editing techniques; do's and don'ts; exporting a final video project.	No class/lab 10/27
	10/18	Week 9: Conceptualizing multimedia stories: How to plan a story to incorporate several media in ways that are effective. Storyboard development: Planning a multimedia project through the use of storyboarding – laying the story out visually. Planning for your area of emphasis.	Video Project 1 (Sequence/ In & Out)
Audio? Project 3 (Slideshow)	10/11	Week 8: Camera/shooting Basics: what to use and when to use it: Camera basics; microphone usage; tripods; video recording formats.	No class 10/13 no lab 10/13

Notes & Changes:	
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9/13		Week 4: Audio: Nat Sound exercises. Importing and editing audio with computer software: options available, including Garageband, Audacity, and others; basic interface conventions; basic editing; terminology; exporting.	Audio Project I (Nat Sound)		
Audio Project 1 (Nat Sound)	9/20	Week 5: Audio Continued: Editing, Interviews	Audio Project (Interview)		
Audio Project 2 9/27 (Interview)		Week 6: Audio Slideshows: Combining audio and still photographs; planning the story; examples from each area; Best practices for audio slideshows: Do's and don'ts; thinking about the viewer; captioning and titling.	Audio Project (Slideshow)		
	10/4	Week 7: Basic online video messaging techniques: What makes for a good video message; definitions; examples of effective online video. Quantity vs. quality: the newspaper online video debate, making the case for quality; making the case for quantity.	Shooting walkthrough		
Audio Project 3 10/11 (Slideshow)		Week 8: Camera/shooting Basics: what to use and when to	No class 10/1 no lab 10/13		

•	Fine	al Project Due Thursday Dec 8th at noon.	
	11/29	Wiggle Room:	Final Project
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Notes & Changes:					
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