Media Production Practicum

COMMUNICATION 452

(Credit - 3 semester hours)

## Course Description

Communication 452 is a specialized course designed for students who have a desire to assist in an on-campus media organization and gain practical **media production** experience and skills. Because of the specialized nature of this course, the student may take no more than two Media Production Practicum courses (6 credits) during her/his program of study; no more than three (3) credit hours can be taken working in the same on-campus media organization. The course is restricted and enrollment in the practicum is by instructor permission only.

## ELIGIBILITY

Students who wish to take a Media Production Practicum course are expected to meet the following MINIMUM standards:

1. at least 15 hours of communication credit completed;
2. a minimum overall Grade Point Average (GPA) of 2.5 and a minimum Grade Point Average (GPA) of 3.0 in the student's major;
3. have already taken the appropriate basic production course (in most cases COMM 208) or have comparable experience;
4. contact the Program Coordinator who oversees the COMM 452 process;
5. identify the media organization on campus or off-campus with which you wish to work.
6. Identify the media production practicum contact who will serve your work supervisor and will provide letters of employment/volunteer verification.

## COURSE administration

The student and the sponsoring faculty member may meet regularly to discuss and review the practical experiences and skills the student is gaining through the practicum via Blackboard Ultra, the virtual office tool for audio, video or text chat.

A journal of the experience will be required to evaluate the student's progress. A monthly journal of activities will be maintained online using the Blog or Journaling Tool on the course’s Blackboard page.

A 3-4 page paper about the learning experience will be produced at the end of the semester.

Grading for the Media Production Practicum experience will be based on three items as appropriate: 1) the monthly journal; 2) the paper, 3) an evaluation of student effort and attitude from the supervisor of the practicum.

## The Application

Before enrolling in COMM 452, a student may be asked to meet with the Media Production Coordinator in person or electronically by appointment to discuss practicum opportunities and requirements, and with the coordinator’s approval, the student may register for COMM 452. The student is responsible for seeking out and arranging the practicum, with the assistance of faculty, alumnae, and personal and/or professional contacts.

To propose a Media Production Practicum experience in Communication, the student must submit the application first and then the Learning Agreement to the Media Production Program Coordinator. It is the student's responsibility to make sure the application materials are complete; if any portion of the application is incomplete, the application and proposal will not be considered by the Media Production Program Coordinator.

**The application may be submitted at any time prior to the first official day of class in which COMM 452 is offered.**

## The Learning Agreement

The practicum **Learning Agreement** must be completed, signed by all parties, and submitted to the Media Production Coordinator *no later than the last day to add classes as indicated by Mason’s academic calendar in a given semester.*

# APPLICATION FOR MEDIA production practicum

COMMUNICATION 452

(Select the gray box to fill in the information required)

## **Student information**

NAME:       STUDENT G#

ADDRESS:

Personal Contact Number:

Mason Email:

## **Academic information**

Class Standing (*Open to Juniors and Seniors only*)

[ ]  Junior [ ]  Senior

Semester in which COMM 452 is to be taken:

[ ]  Fall [ ]  Spring [ ]  Summer Year

Have you taken COMM 452 before? (*Maybe repeated once*)

[ ]  YES [ ]  NO

Total number of credit hours completed prior to COMM 452:

List communication and/or concentration courses taken thus far that will contribute to the media production practicum experience.

|  |  |  |  |
| --- | --- | --- | --- |
| Course Number | Title  | Grade | Semester Completed |
|       |       |       |       |
|       |       |       |       |
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|       |       |       |       |

Overall GPA:       GPA IN MAJOR/Concentration:

## **Practicum information**

Name of On-campus Supervisor (*Must be a part-time or full-time Mason Faculty or Staff Member*):

Contact:      Email      Phone Number

**OR**

Name of Off-campus Supervisor (May *not* be a Mason Faculty or Staff Member):

Contact:      Email      Phone Number

Proposed Work Schedule

[ ]  Sun [ ] Mon [ ] Tue [ ] Wed [ ] Thur [ ] Fri [ ] Sat

How many total hours per week?

## the proposal

*Please use this fillable form to provide short answers to the following*:

1. A brief backgrounder of your experiences that would make this learning experience appropriate.

1. Identification of completed coursework and how it will relate to your proposed learning experience.

1. A statement of why you want to have this experience.

1. An explanation of the requirements to be assessed for the evaluation of your grade.

1. Your course load and schedule for the semester you wish to sign up for COMM 452.

*COMM 452: Practicum in Media Production (3)*

# Learning Agreement

*To be filled out by the Supervisor and Student*

## Internship Work Description

Outline on-site job responsibilities. Indicate learning activities that the student will engage in, including training, conferences, projects, tasks, interactions with other professionals, etc.

*(Space provided here to write or type out a job description)*

## practicum Learning Outcomes Outline

Learning objectives for each category as well as strategies to achieve these objectives to be agreed upon between the student and supervisor

|  |  |  |
| --- | --- | --- |
|  | Learning Objectives(What I expect to learn) | Strategies(How I expect to learn) |
| Application of Academic Knowledge |  |  |
| Skill Development |  |  |
| Professional Insights |  |  |
| Personal Development |  |  |

On-Site Internship Supervisor

I have agreed to direct and supervise the student’s internship. I will provide assistance, consultation, training and support in order to help the student meet the internship learning objectives. I agree to provide a written evaluation of the student’s progress based upon the mutually agreed upon learning objectives and activities between myself and the student.

ON-SITE SUPERVISOR SIGNATURE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone/Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Intern/Practicum Participant

I accept the academic and workplace assignments that are included in this learning agreement. I will familiarize myself with and act according to the relevant organizational policies and procedures that govern the internship/practicum worksite. I will conduct myself in accordance with George Mason University Honor Code.

STUDENT SIGNATURE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## The **Learning Agreement** must be returned (in person or by email) by end of the first week of any given semester to:

Professor David J. Miller, Coordinator, Media Production & Criticism

Department of Communication

Robinson A320

George Mason University

Fairfax, VA 22030

dmillef.gmu.edu | 703.993.1090