

Laboratory Manual

(Version 1.0)

for

TV Production Lab

(BA(JMC)-256)

BA(JMC) - IV Semester

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List of Abbreviations

BTL	Bloom's Taxonomy Level
CE	Communication Efficacy
CICP	Conduct Investigations of Complex Computing Problems
CK	Computational Knowledge
CO	Course Outcome
DAC	Departmental Advisory Committee
DDS	Design and Development of Solutions
I&E	Innovation and Entrepreneurship
I&T	Individual & Team Work
IQAC	Internal Quality Assurance Cell
LLL	Life-Long Learning
MTU	Modern Tool Usage
PA	Problem Analysis
PE	Professional Ethics
PEO	Programme Educational Objective
PMF	Project Management and Finance
PO	Programme Outcome
SEC	Societal and Environmental Concern

Declaration

Department : Department of Journalism & Mass Communication

Course, Year and the Semester to which Lab is offered : BA(JMC) - II Year, IV Semester

Name of the Lab Course : TV Production Lab

Course Code : BA(JMC)- 256

Version No. : 1.0

Name of Course/Lab Teacher(s) : Dr. Vanshika Bhatia

Laboratory Manual Committee :

1. Mrs. Vaishali Joshi, Chairperson
2. Dr. Anupam Baliyan, Member
3. Dr. Ritika Wason, Member
4. Mrs. Tanya Pathak Garg, Member
5. Mr. Uttam Singh Bist, Member
6. Prof. P. S. Grover, Margdarshak
7. Mr. Amit Sharma, Alumni & Industry Expert
8. Mr. Manish Kumar, Concerned Subject Teacher, Convener

Approved by : DAC Date: ??/??/2023

Approved by : IQAC Date: ??/??/2023

Signature
(Course Teacher)

Signature
(Head of Department)

Signature
(IQAC Coordinator)

1. Vision of the Department

To become a Centre of excellence in the field of Computer Science and Applications, to contribute effectively in the rapidly changing global economy directed towards national development ensuring prosperity for the mankind.

2. Mission of the Department

- M₁** To produce quality professionals as per global industry standards in the field of journalism & mass communication.
- M₂** To foster technical & entrepreneurial skills and innovation & research capabilities for the all-round development of budding professionals.
- M₃** To promote analytical and collaborative life-long learning skills amongst students and faculty members.
- M₄** To inculcate strong ethical values and professional behaviour while giving equal emphasis to social commitments and nation-building.

3. Programme Educational Objectives (PEOs)

The PEOs for the MCA programme are as follows:

- PEO₁** Exhibit professional competencies and knowledge for being a successful technocrat.
- PEO₂** Adopt creative and innovative practices to solve real-life complex problems.
- PEO₃** Be a lifelong learner and contribute effectively to the betterment of the society.
- PEO₄** Be effective and inspiring leader for fellow professionals and face the challenges of the rapidly changing multi-dimensional, contemporary world.

4. Programme Outcomes (POs)

PO₁ Critical Thinking

PO₂ Effective Communication

PO₃ Social Interaction

PO₄ Effective Citizenship

PO₅ Ethics

PO₆ Environment and Sustainability

PO₇ Self-directed and Life-long Learning

PO₈ Modern Tools Usage

PO₉ Project Management and Finance

PO₁₀ 2-3 PSOs are to be designed based on the COs.

5. Institutional Policy for Students' Conduct

The following guidelines shall be followed:-

- 5.1 All the students in their introductory Lab. shall be assigned a system, which shall be their workplace for the complete semester. Students can store records of all their Lab. assignments on their individual workstations.
- 5.2 Introductory Lab. shall include an introduction to the appropriate software/tool, followed by a basic Introductory Assignment having Practice Questions. All the students are expected to complete this assignment within a week time, as the same shall be assessed through a lab. test.
- 5.3 Each week the instructor, in parallel to respective topics covered in the theory lecture, shall assign a set of practical problems to the students in form of Assignments (A, B, C,). The problems in these assignments shall be divided into two parts. The first set of Problems shall be compulsory for all the students and its record need to be maintained in the Practical File, having prescribed format, as given in Appendix-A. All the students should get the weekly assignment checked and signed in the Practical File by the respective teacher in the immediate succeeding week. The second set of problems are Advanced Problems and shall be optional. Student may solve these advanced problems for their further practice.
- 5.4 Cellular phones, pagers, CD players, radios and similar devices are prohibited in the classrooms, laboratories and examination halls.
- 5.5 Laptop-size computers/Tablets may be used in lectures for the purpose of taking notes or working on team-projects.
- 5.6 The internal practical exam shall be conducted towards the end of the semester and shall include the complete set of Lab exercises conducted as syllabus. However, students shall be assessed on continuous basis through

overall performances in regular lab. tests, both announced and surprise and viva-voce.

- 5.7 The respective faculty shall prepare and submit sufficient number of practical sets of computing problems to the Dean (Examinations), atleast two weeks prior to the actual exam. It is the responsibility of the faculty to ensure that a set should not be repeated for more than 5 students in a given batch.
- 5.8 The exam shall be of 3 hours duration where the student shall be expected to implement solutions to his/her assigned set of problems on appropriate software tools in the lab.
- 5.9 Once implemented, student shall also appropriately document code implemented in the assigned answer sheets, which shall be submitted at the end of the examination. All the students shall also appear for viva-voce examination during the exam.
- 5.10 Co-operate, Collaborate and Explore for the best individual learning outcomes but copying or entering into the act of plagiarism is strictly prohibited.

6. Learning Outcomes of Laboratory Work

The student shall demonstrate the ability to:

- Verify and Implement the concepts and theory learnt in class.
- Code and use Software Tools to solve problems and present their optimal solutions.
- Apply numerical/statistical formulas for solving problems/questions.
- Develop and apply critical thinking skills.
- Design and present Lab as well as project reports.

- ☑ Apply appropriate methods for the analysis of raw data.
- ☑ Perform logical troubleshooting as and when required.
- ☑ Work effectively as a member of a team in varying roles as need be.
- ☑ Communicate effectively, both oral and written.
- ☑ Cultivate ethics, social empathy, creativity and entrepreneurial mindset.

7. Course/Lab Outcomes (COs)

CO₁ Demonstrate planning skills for a video programme.(BTL2)

CO₂ Prepare a story board and shortlist for production. (BTL6)

CO₃ Create floor plan and budget of a programme. (BTL6)

CO₄ Produce a video programme. (BTL6)

8. Mapping of CO's with PO's

Table 1: Mapping of CO's with PO's

PO/CO	PO ₁	PO ₂	PO ₃	PO ₄	PO ₅	PO ₆	PO ₇	PO ₈	PO ₉	PO ₁₀
CO ₁	2	3		1	3		3	1		2
CO ₂	3	2		1	2	2	3	2		3
CO ₃	3	2	1	1	3		3	1		3
CO ₄	3	3	2	2	3	1	3	3	1	3

9. Course/Lab Description

Course (Lab) Title : Television Production Lab.

Course (Lab) Code : BAJMC -256

Credits : 01

Pre-requisites : Programming in 'C', Basics of Tree/Graph Theory

Academic Session : January to June

Contact Hours/Week : 02 (01 Lab of 02 Hours/Week)

Internal Assessment : 40 Marks

External Assessment : 60 Marks

10. Grading Policy

Item	Points	Marks	Remarks
Weekly Lab Assignments, including Practical Files	10	10	Closed Book/Open Book
Internal End-Term Practical Examination	20	10	Closed Book
Viva-Voce	10	10	Closed Book
Project	10	10	Innovative Applications of Programming
External End-Term Examinations	60	60	Closed Book (conducted and evaluated by the University)
Total		100	

11. Lesson Plan

Week No.	Lab No.	Topics/Concepts to be Covered	Reference of Lab Manual
1.	1.	<p>Video Brief: Documentary project</p> <p>Idea: Students are free to choose any topic of their interest and passion for the Documentary project. The idea should be creative, educational, or thought-provoking, catering to a specific audience.</p> <p>Target Audience: Identify the target audience for the chosen topic (e.g., students, hobbyists, professionals, the general public).</p> <p>Synopsis: Provide a brief overview of the video's content and objectives, highlighting the key points to be covered.</p> <p>Treatment: Explain the style and approach the video will take to engage the audience effectively.</p> <p>Duration: The video should be 5-10 minutes long including the title, depending on the complexity of the chosen topic and content.</p> <p>Format: Decide on the appropriate format for the video (e.g., documentary).</p>	AP 1
	2.	<p>Title: Video Production Assignment – Make a fiction on Self-Chosen Topic from the given categories (Action, Adventure, Comedy, Drama, Fantasy, Historical, Horror, Thriller)</p> <p>Video Brief:</p> <p>Idea: Students are free to choose any topic of their interest and passion for the Documentary project. The idea should be creative, educational, or thought-provoking, catering to a specific audience.</p> <p>Target Audience: Identify the target audience for the chosen topic (e.g., students, hobbyists, professionals, the general public).</p> <p>Synopsis: Provide a brief overview of the video's content and objectives, highlighting the key points to be covered.</p> <p>Treatment: Explain the style and approach the video will take to</p>	AQ 1

Week No.	Lab No.	Topics/Concepts to be Covered	Reference of Lab Manual
		<p>engage the audience effectively.</p> <p>Duration: The video should be 5-10 minutes long, including the title, depending on the complexity of the chosen topic and content.</p> <p>Format: Decide on the appropriate format for the video (e.g., documentary).</p>	
2.	3.	<p>Video Script: Documentary</p> <ul style="list-style-type: none"> Students must write a detailed script for the video, including the narration, dialogue, and visuals. The script should effectively convey the main points and flow of the video, ensuring a cohesive and engaging narrative. 	BPQ 1
	4.	<p>Video Script: Fiction</p> <ul style="list-style-type: none"> Students must write a detailed script for the video, including the narration, dialogue, and visuals. The script should effectively convey the main points and flow of the video, ensuring a cohesive and engaging narrative. 	BAQ 2
3.	5.	<p>Shooting Script: Documentary</p> <ul style="list-style-type: none"> Develop a shooting script that outlines the technical details for each shot, camera angles, locations, and any required props or special effects. This script will serve as a guide during the actual filming process. 	CAP 3
	6.	<p>Screen Play: Fiction</p> <ul style="list-style-type: none"> Develop a shooting script that outlines the technical details for each shot, camera angles, locations, and any required props or special effects. This script will serve as a guide during the actual filming process. 	CAQ 3
4.	7.	<p>Storyboard: Documentary</p> <ul style="list-style-type: none"> Create a comprehensive storyboard with illustrations or images representing each scene of the video. The storyboard will help visualize the video's progression and ensure consistency with the script. 	DAP 4

Wee k No.	La b No	Topics/Concepts to be Covered	Referen ce of Lab Manual
	8.	Storyboard, shot list & script breakdown: Fiction <ul style="list-style-type: none"> • Create a comprehensive storyboard with illustrations or images representing each scene of the video. The storyboard will help visualize the video's progression and ensure consistency with the script. 	DAQ 4
5.	9.	Production Schedule: Documentary <ul style="list-style-type: none"> • Develop a detailed production schedule outlining the timeline for pre-production, production, and post-production phases. Include specific dates for scriptwriting, filming, editing, and finalization. 	EAP 5
	10.	Production Schedule: Fiction <ul style="list-style-type: none"> • Develop a detailed production schedule outlining the timeline for pre-production, production, and post-production phases. Include specific dates for scriptwriting, filming, editing, and finalization. 	EAQ 5
6.	11.	Floor, Light, and Audio Plan: Documentary <p>Students need to prepare a floor plan, light plan, and audio plan for the video shoot. The floor plan will indicate the layout of shooting locations and the arrangement of equipment. The light plan will outline the lighting requirements for each scene, and the audio plan will specify microphone placement and sound recording strategy.</p>	FAP 6
	12.	Floor, Light, and Audio Plan: Fiction <p>Students need to prepare a floor plan, light plan, and audio plan for the video shoot. The floor plan will indicate the layout of shooting locations and the arrangement of equipment. The light plan will outline the lighting requirements for each scene, and the audio plan will specify microphone placement and sound recording strategy.</p>	FAQ 6
7.	13.	Finalize Production Crew: Documentary <ul style="list-style-type: none"> • Depending on the scope and complexity of the video project, students may need to form a production crew, including roles such as director, camera operator, sound technician, editor, and production assistant. 	GAP 7
	14.	Finalize Production Crew: Fiction <ul style="list-style-type: none"> • Depending on the scope and complexity of the video project, students may need to form a production crew, including roles such as director, camera operator, sound technician, editor, and production assistant. 	GAQ 7

Wee k No.	La b No .	Topics/Concepts to be Covered	Referen ce of Lab Manual
8.	15.	Budgeting: Documentary <ul style="list-style-type: none"> Students must prepare a budget that outlines the estimated costs for the entire video production process. This should include expenses for equipment rental, props, transportation, crew payments (if applicable), and any post-production software or resources. 	HAP 8
	16.	Budgeting: Fiction <ul style="list-style-type: none"> Students must prepare a budget that outlines the estimated costs for the entire video production process. This should include expenses for equipment rental, props, transportation, crew payments (if applicable), and any post-production software or resources. 	HAQ 8
9.	17.	Produce Documentary project	IAP 9
	18.	Produce Fiction project	IAQ 9

12. Assignments

Assignment Set: A (Linked List)
