

General Information

The bachelor's program in Digital Media Production builds on the foundational skills gained in the associate degree program in Digital Media Production. In addition, graduates of the Graphics, Multimedia and Web Design program are also able to enter this degree program by means of alternate seventh term courses. The curriculum's emphasis on the electronic media industry allows students to attain a high level of digital production expertise.

Digital Media Production video courses are designed to develop professional level skills in broadcast, non-broadcast, client-based and new media programs. Audio courses enhance students' abilities in multi-track studio recording and mixing techniques. Students will also be introduced to remote location recording, sound reinforcement, and mixing for digital film.

Experience in multi-camera location shooting, visual design, commercial, news, documentary, music video, and audio productions offer students opportunities to apply their creative talents and broaden their career options. Throughout the curriculum, students are challenged to apply real-world management-level problem-solving techniques within their production teams and when dealing with clients.

The capstone project focuses on developing and producing a video or audio program for an outside client's product or service. Acting as freelance producers, students work to their predefined budgets, production schedules, and scripts to deliver their finished programs on time while meeting client expectations.

Program Mission, Goals and Outcomes

Program Mission:

The mission of the Digital Media Production (DMPB) program is to provide students the opportunity to attain a high level of digital recording expertise and creativity within the electronic media industry.

DMP is designed to develop professional level broadcast, non-broadcast, client-based, and new media programs. They are conceptualized, budgeted, and scheduled in the pre-production phase of the project. Audio courses enhance the student's abilities in multi-track studio recording and mixing techniques. Students will be introduced to remote location recording, sound reinforcement, and mixing for digital film.

Students will be challenged to apply real-world problem-solving techniques within their production teams and when dealing with clients.

Program Goals:

The DMP program will:

1. Allow students to think creatively or apply current knowledge to new problems and situations.
2. Develop the student's ability to function effectively as a member of a team.
3. Develop the student's ability to communicate effectively.
4. Foster commitment to produce quality work in a creative fashion.
5. Enhance the student's resume and resume reel through specialized course work and the application of advanced production techniques
6. Emphasize the importance of detailed pre-production planning.

Program Outcomes:

Graduates of this program will be able to:

1. Develop professional project management skills in the execution of video, audio, and/or radio productions.
2. At a professional level and creative level, operate the necessary pieces of equipment to produce a video, audio, and/or radio production based on defined objectives.
3. At a professional level and creative level, operate the necessary software to produce a video, audio, and/or radio production based on defined objectives.
4. Effectively communicate orally and in writing.
5. Develop a job search strategy to prepare students for the workplace.

Curriculum

Term VII – (For graduates of the associate degree in Digital Media Production)					
<i>Course No.</i>		<i>Course Title</i>	<i>C</i>	<i>L</i>	<i>T</i>
DMP	305	Digital Editing 2	1	4	3
DMP	307	Visual Design 2	3	2	4
DMP	325	Remote Radio Production (5 weeks)	1	2	2
DMP	328	Music Recording Techniques (5 weeks)	1	2	2
<i>EN</i>	322	<i>Argumentative Research Writing (COM Core)</i>	4	0	4
			10	10	15

-OR-

Term VII – (For graduates of the associate degree in Graphics, Multimedia and Web Design)					
<i>Course No.</i>		<i>Course Title</i>	<i>C</i>	<i>L</i>	<i>T</i>
DMP	302	Introduction to Digital Audio (5 Weeks)	1	2	2
DMP	305	Digital Editing 2	1	4	3
DMP	321	Digital Production Techniques	2	4	4
DMP	328	Music Recording Techniques (5 Weeks)	1	2	2
<i>EN</i>	322	<i>Argumentative Research Writing (COM Core)</i>	4	0	4
			9	12	15

Term VIII					
<i>Course No.</i>		<i>Course Title</i>	<i>C</i>	<i>L</i>	<i>T</i>
DMP	331	News Production	1	4	3
DMP	336	Multi-Track Recording	2	2	3
DMP	338	Music Video Pre-Production (5 Weeks)	2	0	2
DMP	357	Field Audio Production	2	4	4
DMP	409	MIDI (5 Weeks)	1	2	2
SS	304	<i>Digital Media & the Law (SS Core)</i>	4	0	4
			12	12	18

Term IX					
<i>Course No.</i>		<i>Course Title</i>	<i>C</i>	<i>L</i>	<i>T</i>
DMP	309	Documentary Pre-Production	1	0	1
DMP	381	Visual Effects	0	4	2
DMP	410	Sound for Picture	1	2	2
DMP	421	Music Video Production	0	4	2
DMP	447	Mixdown 1	2	4	4
<i>EN</i>	421	<i>Technical Communications (COM Core)</i>	4	0	4
			8	14	15

Term X					
Course No.		Course Title	C	L	T
DMP	337	Sound Reinforcement 1	1	4	3
DMP	401	Documentary Filmmaking	3	4	5
DMP	423	Advertising	2	2	3
<i>ELECTIVE</i>		<i>300-400 Level Math/Science Core</i>	4	0	4
<i>ELECTIVE</i>		<i>300-400 Level Humanities Core</i>	4	0	4
			14	10	19

Term XI					
Course No.		Course Title	C	L	T
DMP	402	Capstone Project Pre-Production	3	0	3
DMP	426	Commercial Production	1	2	2
DMP	431	Remote Production	2	4	4
DMP	449	Mixdown 2	2	2	3
<i>ELECTIVE</i>		<i>300-400 Level Math/Science Core</i>	4	0	4
			12	8	16

Term XII					
Course No.		Course Title	C	L	T
DMP	445	Sound Reinforcement 2	1	4	3
DMP	452	Preparing for Your Career	4	2	5
DMP	455	Capstone Project *	0	6	3
<i>ELECTIVE</i>		<i>300-400 Level Humanities, Social Sciences, or 200 Level Foreign Language Core</i>	4	0	4
			9	12	15

Total Quarter Credit Hours = 98

Legend

C = Number of lecture hours per week

L = Number of laboratory hours per week

T = Total Quarter Credit Hours where each lecture hour per week is one credit, every 2-4 laboratory hours are one credit depending on the expected amount of pre- or post-lab work.

PLEASE NOTE: All liberal arts core courses are listed in italics.

All bachelor's degree students are required to take 28 credits of liberal arts and math/science courses as selected from the liberal arts core. See the course descriptions section of this catalog for a list of the core area courses.

*The following course may be used in place of DMP 455 under certain circumstances.

DMP	416	Production Practicum (Department Chair Permission)	1	4	3
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Subject to change.

Liberal Arts Core Electives

All programs must meet certain minimum requirements in both the major and in the liberal arts. Course requirements for each program are listed in each curriculum along with liberal arts selections. Courses listed as “Core Electives” in a curriculum can be chosen by students from one of the several core areas listed below. Each core area provides a variety of courses for student choice. Students must take a minimum of 32 credits in core electives for the associate degree and an additional minimum of 28 credits for the bachelor’s degree. Individual majors have specific requirements and may require more than the minimum number of liberal arts credits or may specify certain courses in a particular core area. All liberal arts core elective courses are 4 credits. Please refer to the curriculum of the major for specific requirements.

Please refer to the curriculum for each program for specific requirements as some curricula require more than the minimum number of liberal arts core courses. Only the associate-level core electives in the list below can be used to satisfy bachelor’s degree core requirements.

Bachelor’s Degree Core Elective Areas¹

To obtain a minimum of 7 courses (28 credits), students may choose from the following course selections:

- 2 courses from the Communications Core**
- 2 courses from the Math/Science Core**
- 1 course from the Humanities Core**
- 1 course from the Social Sciences Core**
- 1 course from either the Humanities Core**
OR from the Arts/Foreign Language Core
OR from the Social Sciences Core

Bachelor’s Degree Courses by Core¹

Communications Core Electives (Minimum 8 Credits)

EN 322 Argumentative Research Writing
EN 331 Research Writing in the Social Sciences
EN 421 Technical Communications
EN 422 Writing in the Health Sciences
SS 303 Communication in the Global Workplace

Math/Science Core Electives (Minimum 8 Credits)

CHM 300 Chemistry I and Lab
CHM 400 Chemistry II and Lab
MA 300 Statistics
MA 301 Math for Management Studies
MA 310 Calculus I
MA 315 Math for Game Developers
MA 320 Calculus II
PHY 300 Physics II & Lab
SCI 304 Development of Western Science
SCI 307 Understanding Science Through Photography
SCI 310 Perception of Green Living
SCI 320 Understanding Flight
SCI 330 Our History and Future in Space
SCI 333 Sports Performance Metrics

SCI 340 Introduction to Environmental Health
SCI 350 Introduction to Genetics and Evolution
SCI 351 Sustainable Technology
SCI 360 Wellness for Life

Arts/Foreign Language Core Electives (Maximum of 4 Credits in Place of a Humanities Course)

JP 201 Introduction to Japanese
SP 201 Introduction to Spanish
SP 203 Spanish for Healthcare Workers

Humanities Core Electives (Minimum 4 Credits)

HU 311 The Art of Film
HU 313 World War II in Film
HU 315 Cultural Competence in the Workplace
HU 320 Multicultural Voices
HU 321 Representations of Gender
HU 331 Ethics and Technology
HU 341 World Religions
HU 350 Literature and Health
HU 352 History of Rock and Roll
HU 432 History of Western Art
HU 433 Encountering 20th Century Art
HU 441 World Literature

Social Sciences Core Electives (Minimum 4 Credits)

EC 301 The Global Economy
PS 330 Marriage and the Family
PS 350 Forensic Psychology
PS 410 Applied Research Statistics
SCI 360 Wellness for Life
SO 461 Language and Society
SS 302 The United States Legal System
SS 303 Communication in the Global Workplace
SS 304 Digital Media & the Law
SS 330 Contemporary Social Issues
SS 350 Everything is a Negotiation

1. Subject to Change

Degree Progress Checklist

Program Requirements

Check off each completed course.

DMPA	DMP	305	_____
Grads	DMP	307	_____
T7	DMP	325*	_____
	DMP	328*	_____

-OR-

GMWA	DMP	302*	_____
Grads	DMP	305	_____
T7	DMP	321	_____
	DMP	328*	_____

T8-T12 For all students as follows:

T8	DMP	331	_____
	DMP	336	_____
	DMP	338*	_____
	DMP	357	_____
	DMP	409*	_____
T9	DMP	309	_____
	DMP	381	_____
	DMP	410	_____
	DMP	421	_____
	DMP	447	_____
T10	DMP	337	_____
	DMP	401	_____
	DMP	423	_____
T11	DMP	402	_____
	DMP	426	_____
	DMP	431	_____
	DMP	449	_____
T12	DMP	445	_____
	DMP	452	_____
	DMP	455**	_____

Liberal Arts Core Requirements

7 Required Courses

Each course = 4 credits (total of 28 credits)

Communications Core			
#1	EN 322	T7	_____
#2	EN 421	T9	_____

Math/Science Core			
#3	300-400 level MA/SCI elective	T10, 11, or 12	_____
#4	300-400 level MA/SCI elective	T10, 11, or 12	_____

Humanities Core			
#5	300-400 level HU elective	T10, 11, or 12	_____

Social Sciences Core			
#6	SS 304	T8	_____

Arts/Foreign Language*, Humanities, or Social Sciences Core			
#7	300-400 level HU, SS or 200 level AR/FL elective	T10, 11, or 12	_____

*Only foreign language courses are allowed as AR/FL electives.

Subject to change.

Please see your advisor for any questions.

Students are advised to take courses in the order and in the term in which they appear on this checklist. Any deviation may result in an extended time required to complete your degree as well as additional tuition and fees. Please contact your Student Advisor prior to making any changes to the course sequence.

*DMP 302, DMP 325 and DMP 328 are five-week courses in T7.

* DMP 338 & DMP 409 are five-week courses in T8.

**DMP 455 may be repeated as DMP 416.

Course Descriptions

DMP 302 Introduction to Digital Audio (5 weeks)

1 Class Hour 2 Lab Hours 2 Quarter Credit Hours

FOR GRADUATES OF THE GMW AS PROGRAM: DMP 302 is a five-week course that introduces GMW graduates to the terminology, processing techniques, and software associated with digital audio production. Students will use Pro Tools on digital audio workstations introduced in the DMP associate-level program and continued in the DMP bachelor-level program. This course, coupled with their other 5-week, Term VII course, *DMP 328 Music Recording Techniques*, allows GMW graduates to move seamlessly into DMP Term VII, to begin their Multi-Track Recording Project.

DMP 305 Digital Editing 2

1 Class Hour 4 Lab Hours 3 Quarter Credit Hours

Prerequisite: DMP 250 or GMW 272

In this course, students learn the operation of the AVID nonlinear editing system through the use of tutorials and by editing a short project. AVID is a primary editing tool used in broadcast television.

DMP 307 Visual Design 2

3 Class Hours 2 Lab Hours 4 Quarter Credit Hours

Prerequisite: DMP 105

Students learn advanced visual design principles that apply to video graphics design. These principles will be applied to the creation of typical informational video graphics such as charts, graphs, and maps. Students will also be expected to assimilate the principles presented in the course to further enhance the compositional quality of their videography.

DMP 309 Documentary Pre-Production

1 Class Hour 1 Quarter Credit Hour

This course is designed to prepare students for the production and post-production phase of making a documentary in Term 10. The pre-production phase is very important to researching and analyzing content, contacts, and visual style for the documentary. Students will create a proposal describing the topic, audience, visual approach as well as eventual distribution outlets. Other pre-production elements will include a shooting schedule, budget and locations. This course will allow students to receive feedback on their ideas from the instructor and other students. This will clarify decisions in their production process.

DMP 321 Digital Production Techniques

2 Class Hours 4 Lab Hours 4 Quarter Credit Hours

FOR GRADUATES OF THE GMW AS PROGRAM: This course is for GMW graduates entering the bachelor's DMP program who may not be familiar with all the concepts and practices involved in video production. Students will learn about pre-production and production techniques, as well as the personnel and equipment involved in making any kind of video project. Students will write a project proposal, objectives, script, and storyboard as well as produce their concept from shooting through to editing.

DMP 325 Remote Radio Production (5 weeks)

1 Class Hour 2 Lab Hours 2 Quarter Credit Hours

Prerequisite: DMP 237

In this five-week course, students will use portable audio digital recorders in field and create radio-style documentaries. Students will write, produce, record, and edit interviews, natural sound, music, and voice over and create a short radio documentary.

DMP 328 Music Recording Techniques (5 weeks)

1 Class Hour 2 Lab Hours 2 Quarter Credit Hours

Prerequisite: DMP 146 for DMP students

Co-requisite: DMP 302 for GMW students

Additional exploration of music production is provided in DMP 328, intended to offer students more practice in the selection and placement of microphones, as well as session setup and editing techniques as they relate to music recording. This additional experience is required to better prepare students for DMP 336, where they will begin their music video project.

DMP 331 News Production

1 Class Hour 4 Lab Hours 3 Quarter Credit Hours

This course covers all essential areas of television news reporting including story planning and development, script preparation, writing for television news, field production techniques, visual storytelling, videography, editing theory, field reporting and interviewing, as well as newsroom terminology. Students learn how to produce, direct, and block a studio news program.

DMP 336 Multi-Track Recording

2 Class Hours 2 Lab Hours 3 Quarter Credit Hours

Prerequisite: DMP 328

This course examines the functional design and operation of professional studio equipment used in the recording of multi-track masters. Students will explore a variety of recording situations using digital recorders, computer systems, and signal processing equipment.

DMP 337 Sound Reinforcement 1

1 Class Hour 4 Lab Hours 3 Quarter Credit Hours

An introduction to the principles of sound reinforcement provided in clubs, theaters, and concert halls. Students will be introduced to the equipment and techniques used during a live performance at a venue.

DMP 338 Music Video Pre-Production (5 weeks)

2 Class Hours 2 Quarter Credit Hours

Co-requisite: DMP 336

In this five-week course, students will formulate concepts for producing a music video from which a proposal, production schedule, budget, and storyboard will be developed. Students will base their concepts on the music recorded in DMP 336 Multi-Track Recording. Students will then present their concepts to the class and produce the music video the following term in DMP 421 Music Video Production.

DMP 357 Field Audio Production

2 Class Hours 4 Lab Hours 4 Quarter Credit Hours

This course presents the theory, hardware, and techniques used for field audio recording (in-camera) for video/television. Students will learn about the differences between studio and location recording, the equipment used, and techniques for producing optimum sound in the field. Emphasis will be placed upon the use of portable audio mixers and peripheral gear. Skill will be developed at using the equipment under diverse conditions and interfacing with a variety of field production devices.

DMP 381 Visual Effects

4 Lab Hours 2 Quarter Credit Hours

Students will study and create multi-layered visual effects as well as practice advanced animation techniques. They will acquire skills that will enable them to produce more sophisticated effects work in future terms.

DMP 401 Documentary Filmmaking

3 Class Hours 4 Lab Hours 5 Quarter Credit Hours

Prerequisite: DMP 357

In this course, students will produce a 3- to 5-minute mini-documentary based on a project proposal and budget. The structure of documentaries will be analyzed by watching a variety of different documentary styles. Students will read about people currently working in the documentary field to better understand current production issues.

DMP 402 Capstone Project Pre-Production

3 Class Hours 3 Quarter Credit Hours

Prerequisites: DMP 447, DMP 423

In preparation for DMP 455 Capstone Project, students will secure an outside client in need of a video program. A detailed program proposal will be developed along with a production schedule, budget, and script.

DMP 409 MIDI (5 weeks)

1 Class Hour 2 Lab Hours 2 Quarter Credit Hours

Prerequisite: DMP 328

In this five-week course, students will study the terminology, processing techniques, hardware and software associated with MIDI engineering and electronic sound production. Students will use Pro Tools digital audio workstations, hardware MIDI Controller keyboards, plus hardware and software synthesizers. This course will teach students to connect and control hardware and software using MIDI, synchronize MIDI systems, and compose basic sound beds using synthesizers.

DMP 410 Sound for Picture

1 Class Hour 2 Lab Hours 2 Quarter Credit Hours

This course is an in-depth look at sound design for motion picture and digital video. Topics include postproduction editing and dialogue replacement, sound effects including Foley effects, processing, and surround sound mixing.

DMP 416 Production Practicum

1 Class Hour 4 Lab Hours 3 Quarter Credit Hours

Prerequisites: DMP 402, Permission of Department Chair

This course requires students to act as freelancers by having them find an outside client in need of a video program. Pre-production tasks will include producing the program's treatment, budget, production schedule, and script. During the production and post-production phase, students are expected to make use of the full complement of audio, graphic, and video workstations available in the department to demonstrate their ability in producing a program that satisfies the client's program objectives and production expectations.

DMP 421 Music Video Production

4 Lab Hours 2 Quarter Credit Hours

Prerequisite: DMP 338

In this course, students will shoot and edit their music video, concentrating on shooting and editing style, structure, and pacing. Based on planning and production in the previous quarter, students will spend their time shooting and editing and then refining their edit for final presentation.

DMP 423 Advertising

2 Class Hours 2 Lab Hours 3 Quarter Credit Hours

Students will view and analyze print, television, and radio advertising and discuss the creative and strategic thinking behind the advertising. This course will examine advertising strategies and what makes an advertising campaign effective. A brief history of advertising will also be covered in this course. During the lab, students will develop an advertising campaign (print/www, television and radio commercials) for an assigned product that is based on the advertising strategies discussed in lecture. Students will create

two different campaigns for the assigned product and then “pitch” the two campaigns to the “client.” After the presentation, one of the two campaigns will be selected by the “client” to be produced in DMP 426 Commercial Production.

DMP 426 Commercial Production

1 Class Hour 2 Lab Hours 2 Quarter Credit Hours

Prerequisite: DMP 423

Students will produce the print/internet, television, and radio commercials from the selected advertising campaign(s) presented in DMP 423. Following the production, students will present the finished campaign to the “client.”

DMP 431 Remote Production

2 Class Hours 4 Lab Hours 4 Quarter Credit Hours

Using portable digital recording equipment, students will plan and technically organize a remote location field shoot. The shoot will utilize three cameras and multiple audio inputs to record a live event direct to a hard drive. Students will learn set-up and techniques particular to field production.

DMP 445 Sound Reinforcement 2

1 Class Hour 4 Lab Hours 3 Quarter Credit Hours

Prerequisite: DMP 337

In this hands-on follow-up to Sound Reinforcement 1, students practice setup and mixing of live ensembles. Topics include commonly encountered technical problems and an investigation of equipment and techniques used to overcome them. Instruction includes effective interaction with talent, managers, and venue personnel.

DMP 447 Mixdown 1

2 Class Hours 4 Lab Hours 4 Quarter Credit Hours

Prerequisite: DMP 336

This course focuses on the mixdown process as it applies to multi-track recordings used in the audio, music, and film industries. Students will prepare fully-mixed master recordings through the functional use of modern studio technology, from conceptual understanding of spectral and spatial balancing, to the application of equalizers, compressors, limiters, and effects processors.

DMP 449 Mixdown 2

2 Class Hours 2 Lab Hours 3 Quarter Credit Hours

Prerequisite: DMP 447

In this course, students will continue to explore and practice the mixdown process. Special emphasis is placed on critical listening and aesthetic considerations. Topics covered include common DAW procedures and data management, use of a virtual console, use of a control surface, signal flow, and digital signal processing. Weekly studio lab time consists of mixing prerecorded multi-track material.

DMP 452 Preparing for Your Career

4 Class Hours 2 Lab Hours 5 Quarter Credit Hours

In this course, students will prepare a video resume and a web portfolio illustrating their skills while preparing for their job search. Students will practice interviewing for a job. They will also learn how to properly market themselves through social media sites while creating an online presence.

DMP 455 Capstone Project

6 Lab Hours 3 Quarter Credit Hours

Prerequisite: DMP 402

Students in the Capstone Project will combine all their previous experience and knowledge of video, audio, and graphic production into the creation of a video program for an outside client identified in DMP 402. By using the full complement of equipment and software available in the department, students will demonstrate their ability in producing a program that satisfies a client’s objectives, while measuring their progress against the production schedule and budget developed in DMP 402.

Liberal Arts, Math and Science Courses
Bachelor's Degree

Community Enrichment (Social Science Core)

CE 301 Community Enrichment

1 Quarter Credit Hour

This online course is offered through the Feinstein Enriching America Program. Weekly assignments include topics such as B Corporations, civic and social responsibility, and Non-Governmental Organizations. A 15-hour community enrichment project is also required. Community engagement six months prior to taking the course may be accepted with proper documentation. Current or prior military service and concurrent clinical experiences are accepted in lieu of the community enrichment project. After successful completion of the course, students are eligible to apply for a Feinstein Scholarship, which is awarded each term.

Chemistry (Math/Science Core)

CHM 300 Chemistry I and Lab

3 Class Hours 2 Lab Hours 4 Quarter Credit Hours

Prerequisites: MA 125

Topics covered include atomic structure, the periodic law, and nature of the chemical bond, chemical reactivity, stoichiometry, and acid base reactions.

CHM 400 Chemistry II and Lab

3 Class Hours 2 Lab Hours 4 Quarter Credit Hours

Prerequisites: CHM 101 or CHM 300 and MA 125

This course focuses on chemical reactions and related concepts. Topics include chemical bonds, solution chemistry, acids and bases, chemical equilibria, kinetics, thermodynamics and descriptive chemistry. Lecture and lab.

Economics (Social Sciences Core)

EC 301 The Global Economy

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 322 or EN 331

This course is an exploration of the increasingly complex global economy with particular attention to the competing political economies of Europe, the United States, and the Pacific Rim.

English (Communications Core)

EN 322 Argumentative Research Writing

4 Class Hours 4 Quarters Credit Hours

Prerequisite: EN 100

In EN 322, "Argumentative Research Writing," students engage in critical thinking, credible research, and persuasive writing. Beginning with the idea that academic and professional arguments result in a collegial exchange of ideas to pursue knowledge, this course prompts students to examine various viewpoints of a debate. The central goal for students is to produce an argument essay based on meaningful dialogue and thoughtful reflection. Students are introduced to different models of argument, persuasive appeals, logical reasoning, and visual rhetoric. The course breaks the writing process down into a series of comprehensible habits of mind and investigative skills: inquiry, active reading, critical analysis, research, communication, and documentation of sources.

EN 331 Research Writing in the Social Sciences

4 Class Hours 4 Quarters Credit Hours

Prerequisite: EN 100

In this advanced research writing course, students will read, research and evaluate social science articles and other materials in order to understand their claims, credibility and conclusions. Students will conduct an extensive literature review on a topic of their choice resulting in an APA-formatted research paper including an abstract and reference section. Utilizing writing workshops, students will write coherent and unified texts, including effective introductions, clear thesis statements, supporting details, transitions, and strong conclusions.

EN 421 Technical Communications

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 322 or EN 331

EN 421 is an advanced writing course designed to help students achieve mastery in presenting complex content. This course encompasses writing for a broad range of technical and general audiences in virtually all media. Students will reinforce their ability to analyze audience, purpose, and content. Additionally, students will learn how to plan and organize content to meet goals, use graphics effectively, and deliver an oral presentation.

EN 422 Writing in the Health Sciences

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 322 or EN 331

EN 422 is an advanced writing course focusing on written communication common in the health science professions. To better prepare students for the challenges of successful professional communication, Writing in the Health Sciences targets the three main audiences of the health provider: other professionals, patients and clients, and the public. For each of these audiences, students will master writing techniques and practices to ensure that their message is being understood and that their professional voices are being heard at all levels of the health care organization.

Humanities (Humanities Core)

HU 311 The Art of Film

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100

This course is a survey of films that have significantly contributed to the development of film as an art and as an industry. Topics of discussion include filmmaking techniques and theories of criticism.

HU 313 World War II in Film

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100

The Second World War has remained a great thematic source for today's filmmakers. This course will examine films made about World War II. After watching each film, students will analyze the way the films address such themes as patriotism, leadership, moral responsibility, heroism, cowardice, survival, comradeship, and readjustment to peacetime conditions. The films will also be analyzed through discussion, reading, research and writing, in terms of the contribution of these films in developing a better understanding of current military conflicts.

HU 315 Cultural Competence in the Workplace

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100

Students of all disciplines must be ready to engage in a globally connected world requiring an understanding of cultural norms, differences, and beliefs which effect the workplace. This course will examine the students' understanding of what culture is and what each citizen of a global world will need to provide knowledge, skills, and an attitude inherent in a culturally responsive manner.

HU 320 Multicultural Voices

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100

This course will examine literary works that cross the boundaries of national lines and cultures and reflect the experiences that occur in the diverse United States. How do we learn to understand our own and different cultural identities and practices through interactions with others? What role does the experience of immigrants play in how we decide what is American culture? The purpose of this course is for all of us to gain an understanding and appreciation of culture, cultural values, and perspectives by reading various works, in different genres, written by authors of a variety of racial, ethnic, and national backgrounds.

HU 321 Representations of Gender

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100

HU 321 is an advanced course that analyzes portrayals of gender in both written and visual text including literature, film, and television to find patterns of meaning that illuminate human nature and society. Additionally, it will explore how gender intersects with other social constructs like race, ethnicity, and sexual orientation.

HU 331 Ethics and Technology

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100

This course will explore the basic concepts of ethical theories and ethical values and apply these to technologically-based dilemmas through case studies. These dilemmas will be considered in terms of their implications both for individuals, and for professionals involved in creating and maintaining technology, and mechanisms will be developed to guide ethical discussions and decision-making.

HU 341 World Religions

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100

In this course, students will examine religious practices surrounding life passages (birth, marriage, death), and the food, clothing, sacred calendars, sacred texts, and ethics of several major world religions.

HU 350 Literature and Health

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100 or its equivalent

Through the study of fiction and poetry, students broaden their understanding of two important perspectives in healthcare – that of patient and caregiver. With the ultimate goal of engendering empathy for both parties, this course requires students to read a variety of literary texts that address the social, cultural, psychological, familial, institutional, and professional dimensions of healthcare. Course requirements include close reading, lively class discussion, short oral presentations, original research, and thoughtful writing.

HU 352 History of Rock and Roll

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100

This course will trace the various musical forms and technological advances that have led to the American popular music of today. Particular emphasis will be given to blues and jazz and their influence on early rock and roll. In addition, a substantial portion of the course will be devoted to the technology that has led to today's sophisticated performance and recording techniques. Students will also experience some hands-on musical activities with instruments such as the guitar and keyboard that are vital components of today's music.

HU 432 History of Western Art

4 Class Hours 4 Quarter Credit Hours

This course offers students the opportunity to explore the visual arts throughout Western history. Students will develop knowledge of artists and artistic development and increase their ability to critically appreciate a wide range of art across media, styles, and time periods. The course will emphasize painting, and will additionally examine sculpture, architecture and photography, as time permits.

HU 433 Encountering 20th Century Art

4 Class Hours 4 Quarter Credit Hours

Students will examine art produced in the 20th Century by exploring a variety of factors including: the differences in this art from what had come before; the role of the machine and technology in subject matter, technique and production; the major social movements and political events of the 20th Century and how they were represented in art; and the major movements in art in this century. Important works by major artists of this period will be studied, so that students can recognize these and similar works, and appreciate their place in popular culture. Students will learn to be comfortable with art and be able to “read” art for their own enjoyment. They will come to appreciate the notion that art, in the final analysis, is a creative expression of their world, their lives, what they see and feel and experience every day.

HU 441 World Literature

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100

As a result of globalization, we are interacting more often with people from other cultures. This course uses fiction, poetry, and drama from around the world to learn about other cultures.

Japanese (Arts/Foreign Language Core)

JP 201 Introduction to Japanese

4 Class Hours 4 Quarter Credit Hours

Students will be introduced to the basics of Japanese, (speaking, listening, reading, and writing) with an emphasis on comprehension and speaking. Vocabulary used in everyday communication in the workplace, school, and common social situations will be covered. Contemporary Japanese society will be addressed in class discussions and video presentations including, but not limited to art, education, film (in particular animé), food, literature, music, sports, and technology. Japanese technological invention and know-how, as well as the unique challenges of doing business with the Japanese will be studied. Japanese guest speakers will be invited to share their expertise and experiences.

Mathematics (Math/Science Core)

MA 300 Statistics

4 Class Hours 4 Quarter Credit Hours

Prerequisite: MA 125 or MA 200 or MA 301

This introductory course stresses the use of statistics as a management tool for decision-making. The focus is on descriptive statistics, communicating statistical data, concepts of probability distribution, estimation, and hypothesis testing.

MA 301 Math for Management Studies

4 Class Hours 4 Quarter Credit Hours

Prerequisite: MA 100/110 or MA 105 or above

MA 301 is designed to transition students from basic algebra to more advanced business applications. Specific topics include: percent increase and decrease problems; linear and quadratic functions with cost, revenue, profit, supply and demand function applications; descriptive statistics; exponential and logarithmic functions with exponential growth and decay applications; compound interest and annuities. There are video examples of how to do some problems in Excel as an introduction to that program.

MA 310 Calculus I

4 Class Hours 4 Quarter Credit Hours

Prerequisite: MA 210

Limits will be introduced, and the derivatives and integrals of algebraic functions will be studied at length. Applications include rectilinear motion, curve sketching, maxima and minima problems, related rates, and area under a curve.

MA 315 Math for Game Developers

4 Class Hours 4 Quarter Credit Hours

Prerequisite: MA 310

Students will study the essential math necessary to become a successful game developer. Topics include vectors, matrices, transformations, collision detection, random numbers, rendering techniques and optimizations.

MA 320 Calculus II

4 Class Hours 4 Quarter Credit Hours

Prerequisite: MA 310

This continuation of Calculus I begins with derivatives of transcendental functions and proceeds with their integration. Additional topics include integration by parts, partial fractions, and numerical methods. Applications of the integral to area, volume, motion, and work will be stressed.

Physics Courses (Math/Science Core)

PHY 300 Physics II & Lab

3 Class Hours 2 Lab Hours 4 Quarter Credit Hours

Prerequisites: MA 125 and PHY 200 (or PHY 126)

This is an algebraic approach to a second course in physics. The topics include: centripetal force, temperature, heat energy, mechanical waves, sound, electrostatics, and basic circuit elements. The laboratory component is designed to give students the opportunity to have hands-on experience with the fundamental concepts of physics studied in the theory portion of the course. Laboratory experiments will be performed to reinforce these concepts.

Psychology (Social Science Core)

PS 330 Marriage and the Family

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100 or its equivalent

This course is a review of psychological concepts relevant to understanding marital and family functioning. Topics will include mate selection, marital communication, intimacy, conflict resolution, transitioning to parenthood, managing crises, family violence, divorce, and balancing work, leisure and family.

PS 350 Forensic Psychology

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100

This course addresses the psychological issues of human behavior that surround law enforcement and the legal system. It supplements information provided by physical evidence forensics courses and offers hands-on practice by utilizing psychological techniques implemented in the field. It familiarizes students with new technologies and available databases used in investigations. The course goes beyond criminal profiling popular in today's media and explores the findings of psychological research behind such issues as eyewitness identification (memory retrieval) and interviewing (conformity and obedience). Forensic

Psychology also covers newer areas of concern such as psychological assistance in all career aspects of policing from personnel selection to dealing with the demands of the job.

PS 410 Applied Research Statistics

4 Class Hours 4 Quarter Credit Hours

PS 410 is an intermediate-level course designed to develop in students an expertise in identifying statistical approaches to research problems. Students will examine statistics and the rationale behind them. They will comprehend and interpret statistical results as they apply to their programs. Students will master the APA style of writing by dissecting the results and discussion sections of journal articles in their programs and by writing those sections using statistics learned in the course.

Science (Math/Science Core)

SCI 304 Development of Western Science

4 Class Hours 4 Quarter Credit Hours

This course centers on the interaction of science, scientists, technology and society over the past five hundred years, primarily focusing on the development of Western science. The scientific method will be examined utilizing selected case studies. Underlying principles and methodologies of science will be illustrated by comparing and contrasting both the successes and failures of science. Factors affecting the acceptance and use of science and related technologies will be examined.

SCI 307 Understanding Science Through Photography

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 322 or EN 331

This course integrates photography and science. Students will demonstrate their understanding of science concepts through photography and written artifacts. A key to understanding concepts in science is the ability to recognize their applications in everyday use. Problem solving and evaluating discussion board postings are also part of this course. Science concepts such as motion and forces are combined with physical elements of photography such as shutter speed, focal length, and aperture. Students will design and complete a capstone project that focuses on their area of study as it relates to science. Students are expected to have basic knowledge of digital images and have the ability to upload photos. Cameras are not provided by NEIT.

SCI 310 Perception of Green Living

4 Class Hours 4 Quarter Credit Hours

This project-oriented course explores how our world views affect our perception of green living with the main focus on environmental economics. Students will engage in critical analysis of consumerism and the interaction and interdependence between our lifestyle (consumption rate) and environmental sustainability. Students will examine the shift in economic and environmental perceptions by comparing conventional economics with emerging plenitude economics. Students will apply the knowledge gained in this course to technology development strategy, career planning and personal reflection on sustainable living.

SCI 320 Understanding Flight

4 Class Hours 4 Quarter Credit Hours

This course explores a variety of real-world examples of objects moving through the air. While not an applied math course, the concepts that help understand the flight of objects are explored. Freefall, gliding, ballistics, and powered flight will be explained and studied. Both the historical development of manned flight as well as examples of flight in nature as exemplified by both birds and seeds will be investigated.

SCI 330 Our History and Future in Space

4 Class Hours 4 Quarter Credit Hours

A course investigating the history, current programs, and future of space exploration. Topics will focus on our solar system, the current search for water on Mars, and evidence of life on other planets and moons. Current events related to space exploration and Near-Earth Objects will be incorporated whenever possible. Weekly writing assignments pertaining to weekly reading assignments will be required.

SCI 333 Sports Performance Metrics

4 Class Hours 4 Quarter Credit Hours

This introductory course is intended for any student with an interest in physical fitness, exercise or wellbeing. The course will focus on the foundations of exercise testing and training while exploring the various elements of an individual's fitness profile including strength, flexibility, power, balance, speed, agility, aerobic capacity, body composition and anthropometrics. The course will also help explain how each of those fitness parameters relates to a student's ability to play a sport or participate in a hobby such as hiking, running or gardening. Finally, the course will explore various exercise program variables and designs to maintain and improve health and human performance.

SCI 340 Introduction to Environmental Health

4 Class Hours 4 Quarter Credit Hours

Environmental health is the study of the interactions between humankind and our environment. This course will explore health issues arising from exposure to environmental hazards which are the direct result of human activity – such as energy production, industry, and agribusiness. Within the framework of environmental health and sustainability, students will explore core principles of toxicology, epidemiology and risk assessment; and will apply these concepts to the analysis of emerging environmental health problems in a rapidly growing and increasingly industrialized world.

SCI 350 Introduction to Genetics and Evolution

4 Class Hours 4 Quarter Credit Hours

No prior coursework in the subject is assumed. This course begins by looking at cells and what they are. Concepts such as mitosis and meiosis will be explored. What a gene is, how it functions, and how it may be mutated will be covered. The basic principles of genetics, including patterns of inheritance (Mendelian genetics) will be studied. Additional topics include the genetic basis of genotype and phenotype, natural selection, evolution, and speciation. Students will explore recombinant DNA and genetic engineering (genetically modified foods and livestock) and the future of genetics.

SCI 351 Sustainable Technology

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100

What do climate changes and carbon emissions have in common? The carbon cycle. In this course students will engage in critical analysis of science components of economic and environmental sustainability. Students will analyze case study scenarios from current events and other sources and propose comprehensive steps for sustainable technology development in the context of their subject specialty. Through various projects, student will apply the knowledge gained in this course to technology development strategy, career planning and personal reflection on sustainable living.

SCI 360 Wellness for Life

4 Class Hours 4 Quarter Credit Hours

Core Fulfillment: Both Math/Science Core and Social Sciences Core

Lifestyle-related diseases are at epidemic proportions in this country. There is scientific evidence that links physical activity and positive habits to improved quality of life. This course will explore topics of health promotion, wellness, risk screening, and behavior change. Students will evaluate how lifestyle-related health problems can be impacted by positive lifestyle choices. Since optimal wellness goes

beyond physical fitness and the absence of disease, students will examine the eight dimensions of wellness and design a personal wellness program to attain their health goals.

Sociology (Social Sciences Core)

SO 461 Language and Society

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100

This course provides students with knowledge about the role that language plays in our cognitive and social development in order to give us greater power over our interactions with others at home, at work, and elsewhere. Topics covered include: how we speak and why; is language biological or cultural; do men and women speak differently; and what is the connection between language and thought.

Spanish (Arts/Foreign Language Core)

SP 201 Introduction to Spanish

4 Class Hours 4 Quarter Credit Hours

This course will introduce students to the Spanish language with an emphasis on the use of Spanish in the workplace. Students will learn to communicate with customers and other employees in Spanish with a focus on basic vocabulary words used in everyday interactions at the workplace. While each class will emphasize conversational skills, the course will also cover some key principles of Spanish grammar and provide some exposure to a variety of cultural traditions in Spanish-speaking countries. The course is designed for students with no prior knowledge of Spanish. **Students who speak Spanish fluently or who grew up in a home where Spanish was the primary language spoken will not be eligible to take the course.**

SP 203 Spanish for Healthcare Workers

4 Class Hours 4 Quarter Credit Hours

This course will introduce students to the Spanish language with an emphasis on the use of Spanish in the workplace. Students will learn to communicate with Spanish speaking patient and family and other employees in Spanish with a focus on basic vocabulary words used in everyday interactions at the workplace. While each class will emphasize conversational skills, the course will also cover some key principles of Spanish grammar and provide some exposure to a variety of cultural traditions in Spanish-speaking countries. **The course is designed for students with no prior knowledge of Spanish.**

Social Sciences (Social Sciences Core)

SS 302 The United States Legal System

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100

This course will critically analyze whether the American legal system is truly providing equal justice for all members of our society. We will examine how legal disputes are handled and the influences that shape the structure, process and personnel of the legal system.

SS 303 Communication in the Global Workplace

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100

Core Fulfillment: Both Communications Core and Social Sciences Core

This course is designed to acquaint students with intercultural communication issues that arise in the workplace, culminating in a final project: making a business/occupational presentation to an audience from another culture.

SS 304 Digital Media & The Law

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 322 or EN 331

In this course, students will examine how the existing legal structure within digital and social media operates and understand how the global shift to digital media has profoundly affected the production and control of information from a global and domestic perspective. The course is designed to introduce students to legal issues that are most relevant to careers in digital media and to individuals using digital and social media for personal interests. These topics include information access and protection, intellectual property, defamation, invasion of privacy, commercial speech, jurisdiction, internet regulations, and, of course, freedom of expression.

SS 330 Contemporary Social Issues

4 Class Hours 4 Quarter Credit Hours

This course will examine contemporary social issues from multiple perspectives. Attempts to see the ethics, the arguments and the policy outcomes involved in problems such as drug abuse, crime, poverty and the global environment.

SS 350 Everything is a Negotiation

4 Class Hours 4 Quarter Credit Hours

Prerequisite: EN 100

Program Restriction: This course not open to students in the Business Management program.

This course is intended to help students develop the skills they need to successfully negotiate their way through their work situations. Students will practice both face-to-face negotiations and negotiations carried on electronically.

Questions & Answers

1. When do my classes meet?

Day Classes: Technical classes normally meet for at least three hours a day for up to five days a week. Classes normally begin in the early morning (7:45 a.m.), late morning (usually 11:25 a.m.), or mid-afternoon. The time slot of your program may vary from term to term.

Evening Classes: technical classes meet on the average of three nights a week, although there may be times when they will meet four nights a week. Classes normally begin at 5:45 p.m.

In addition, to achieve your bachelor's degree, you will take a total of approximately seven liberal arts courses, which will be scheduled around your program schedule over the course of your entire program. Each liberal arts course meets approximately four hours per week. Liberal arts courses are offered days, evenings, and Saturdays.

At the beginning of each term you will receive a detailed schedule giving the exact time and location of all your classes. The university requires that all students be prepared to take classes and receive services at any of NEIT's locations where the appropriate classes and services are offered.

When a regularly scheduled class falls on a day which is an NEIT observed holiday (Columbus Day, Veterans Day, Martin Luther King, Jr. Day, and Memorial Day), an alternate class will be scheduled as a make up for that class. The make up class may fall on a Friday. It is the student's responsibility to take note of when and where classes are offered.

2. How large will my classes be?

The average size for a class is about 20 to 25 students; however, larger and smaller classes occur from time to time.

3. How much time will I spend in lab?

Almost half of your technical courses consist of laboratory work. In order for you to get the most out of your laboratory experiences, you will first receive a thorough explanation of the theory behind your lab work.

4. Where do my classes meet?

Students should be prepared to attend classes at any of NEIT's classroom facilities: either at the Post Road, Access Road, or East Greenwich campuses.

5. How long should it take me to complete my program?

To complete your degree requirements in the shortest possible time, you should take the courses outlined in the prescribed curriculum. For a typical six-term curriculum, a student may complete the requirements in as little as 18 months.

To complete all your degree requirements in the shortest time, you should take at least one liberal arts course each term. Students who need more time to complete their curriculum may postpone some of the liberal arts courses until after the completion of the technical requirements. Students are provided up to two additional terms of study to complete the liberal arts requirements without any additional tuition assessment fee. During these additional terms of study, students are required to pay all applicable fees.

Students may also elect to complete some of their liberal arts requirements during Intersession, a five-week term scheduled between Spring and Summer Terms. Students will not be assessed any additional tuition for liberal arts courses taken during the Intersession but may be assessed applicable fees.

Students wishing to extend the number of terms needed to complete the required technical courses in their curriculum will be assessed additional tuition and fees.

6. Is NEIT accredited?

NEIT is accredited by the New England Commission of Higher Education (formerly the Commission on Institutions of Higher Education of the New England Association of Schools and Colleges, Inc.). Accreditation by NECHE is recognized by the federal government and entitles NEIT to participate in federal financial aid programs. Some academic departments have specialized professional accreditations in addition to accreditation by NECHE. For more information on accreditation, see NEIT's catalog.

7. Can I transfer the credits that I earn at NEIT to another college?

The transferability of a course is always up to the institution to which the student is transferring. Students interested in the transferability of their credits should contact the Office of Teaching and Learning for further information.

8. Can I transfer credits earned at another college to NEIT?

Transfer credit for appropriate courses taken at an accredited institution will be upon receipt of an official transcript for any program, biology, science, and mathematics courses in which the student has earned a "C" or above within the past three years and for English or humanities courses in which the student has earned a "C" or above within the last ten years. An official transcript from the other institution must be received before the end of the first week of the term for transfer credit to be granted for courses to be taken during that term. Students will receive a tuition reduction for the approved technical courses based on the program rate and will be applied against the final technical term of the curriculum's tuition amount. No tuition credit is provided for courses which are not a part of the technical curriculum.

9. What is the "Feinstein Enriching America" Program?

New England Institute of Technology is the proud recipient of a grant from the Feinstein Foundation. To satisfy the terms of the grant, the university has developed a one-credit community enrichment course which includes hands-on community enrichment projects. The course can be taken for a few hours per term, spread over several terms. Students who are already engaged in community enrichment on their own may be able to count that service towards course credit.

10. How many credits do I need to acquire my Financial Aid?

In order to be eligible for the maximum financial aid award, you need to maintain at least 12 credits per academic term.

11. What does my program cost?

The cost of your program will be as outlined in your enrollment agreement, along with your cost for books and other course materials. Students who decide to take more terms than the enrollment agreement describes to complete the technical courses in their curriculum will be subject to additional fees and possible additional tuition costs. Students who elect to take the technical portion of the degree requirements at a rate faster than the rate prescribed in the curriculum and the enrollment agreement will be assessed additional tuition.

Students who require prerequisite courses will incur additional tuition and fees above those outlined in their enrollment agreement.

If a student elects to take a course(s) outside of the prescribed curriculum, additional tuition and fees will be assessed.

Remember, students who withdraw and re-enter, one time only, pay the tuition rate that was in effect for them at the time of their last day of attendance for up to one year from their last day of attendance. Second re-entries and beyond pay the tuition rate in effect at the time they re-enter. The most

economical way for you to complete your college degree is to begin your program now and continue your studies straight through for the six terms necessary to complete your degree requirements.

12. What kind of employment assistance does NEIT offer?

The Career Services Office assists NEIT students and graduates in all aspects of the job search, including resume writing, interviewing skills, and developing of a job search strategy. Upon completion of their programs, graduates may submit a resume to the Career Services Office to be circulated to employers for employment opportunities in their fields. Employers regularly contact us about our graduates. In addition, our Career Services Office contacts employers to develop job leads. A strong relationship with employers exists as a result of our training students to meet the needs of industry for over fifty years. No school can, and NEIT does not, guarantee to its graduates' employment or a specific starting salary.

13. Where will job opportunities exist?

Graduates have obtained employment in the local area. However, one of the most exciting aspects of this program is the ability to look nationally for employment opportunities.

14. Is there any state or federal licensing required in my field?

No license is required for any of the careers which you will be preparing to enter. The Digital Media Production program is not designed to prepare a student for a licensure exam.

14. What kind of jobs will I be qualified to look for?

Generally, jobs will exist in the program production, post-production, and audio aspects of the television and cable industry, as well as in the corporate area. The US Department of Labor Occupational Handbook predicts that job opportunities in the television industry will grow at an average rate, with the greatest potential in the newer technologies such as cable television. Competition for jobs will be keen and requirements will increasingly emphasize an applicant's training and education. The job best suited to you will depend upon your individual strengths and interests.

Technical Standards

These technical standards set forth by the Digital Media Production Department, establish the essential qualities considered necessary for students admitted to these programs to achieve the knowledge, skills and competencies to enter these fields. The successful student must possess the following skills and abilities or be able to demonstrate that they can complete the requirements of the program with or without reasonable accommodation, using some other combination of skills and abilities.

Cognitive Ability:

- Ability to interpret ideas and concepts visually and/or graphically
- Good reasoning and critical thinking skills.
- Ability to learn, remember and recall detailed information and to use it for problem solving.
- Ability to deal with materials and problems such as organizing or reorganizing information.
- Ability to use abstractions in specific concrete situations.
- Ability to break information into its component parts.
- Ability to understand spatial relationships.
- Possession of basic math skills through addition, subtraction, multiplication and division of whole numbers and fractions using both the U.S. and Metric systems of measurement.
- Ability to perform tasks by observing demonstrations.
- Possession of basic keyboarding skills and knowledge of computer operation.

Communications Skills:

- Ability to communicate effectively with faculty and students.
- Ability to understand and follow oral and written instructions.
- Ability to read English sufficiently to read equipment manuals, installation instruction, and technical service bulletins.
- Ability to demonstrate and use the knowledge acquired during the classroom training process and in the lab setting.

Adaptive Ability:

- Ability to maintain emotional stability and the maturity necessary to interact with other members of the faculty and students in a responsible manner.

Physical Ability:

- Ability to climb ladders up to 12' high and perform tasks at that height.
- Ability to perform tasks requiring bending, stooping, kneeling and walking.
- Able to perform tasks in confined spaces (i.e. edit booths).
- Ability to grasp, lift, and carry equipment weighing up to 50 lbs.
- Able to stand and/or sit and continuously perform essential course functions in the radio and television studios, audio production booths, editing booths, and graphics lab.
- Ability to stand and/or sit for long periods of time.
- Ability to perform learned skills, independently, with accuracy and completeness.

Manual Ability:

- Sufficient motor function and sensory abilities to participate effectively in the classroom laboratory.
- Sufficient manual dexterity and motor coordination to coordinate hands, eyes and fingers in the operation of a camcorder, use a computer keyboard, and operate an edit controller and other equipment.

Sensory Ability:

Visual

- Acute enough to enable the adjustment of an electronic image into sharp focus.
- Ability to properly distinguish colors.
- Acute enough to read small print.
- Acute enough to read small numbers on precision measuring instruments.

Auditory

- Acute enough to distinguish low level (weak) audio signals.
- Ability, corrected, to discern the full range of audible sound frequencies