|  |
| --- |
| BA HONS TELEVISION PRODUCTIONORIENTATION TIMETABLE |
| COURSE tEAM WELCOMECongratulations on being accepted onto the BA Hons Television Production degree at the University of Westminster, Harrow Campus! We look forward to working with you over the next three years and we will strive to ensure that your time with us will be creative, exciting and fulfilling. Below you will find details of your first week with us.  During Orientation Week we will go through the course programme with you in detail.  We have arranged a number of activities to help you settle in and prepare for your time with us. This will include familiarising you with workspaces, who you will be working with, the campus and its community before you start learning. We have also included a short list of books and other resources that will help you to get a head start in your studies before you arrive, should you choose to, as well as a note on equipment and other resources.You will also need to select an optional module to study from a list of choices. To get the best from your experience of the course, we strongly recommend that you select the module ‘Television: Audience & Industry’ (4TVPR001W).Below are some links to course activity:<https://www.facebook.com/westminstertelevision/><https://tvproductionwestminster.tumblr.com/><https://twitter.com/TVProductionUoW><https://www.instagram.com/westminstertelevision/>Welcome to university life! We look forward to seeing you in September. If you have any queries, please do not hesitate to contact us.Kind regards, **BA TV Production Course Team** |
|  |
|  |
|

|  |
| --- |
| **TUESDAY 17 September 2019** |
| **Time** | **Event** | **Location** |
| **10:00-10:30** | **Welcome meeting** | **AuditoriumHarrow CampusHA1 3TP** |
| **10:30-12:00** | **BA TELEVISION COURSE WELCOME**Introduction to the course team and your timetable for the coming semester. Meet the lecturers, technical crew and your personal tutors.Organise groups for The Post Code Challenge. | **Studio 1 M Block** |
| **12:00** | **BA TELEVISION ENROLMENT** | **Forum** |
| **15:00-16:00** | **BA TELEVISION OPTIONAL MODULE SELECTION**Select your optional module for your first year.**\*We strongly recommend that you select the module** **‘Television: Audience & Industry’ (4TVPR001W)\*** | **Computer Room E2.04** |
| **16:00 onwards** | **BA TELEVISION MEET AND GREET**Come meet lecturers and peers in a more social setting! | **The Undercroft Bar** |

|  |
| --- |
| **WEDNESDAY 18 September 2019** |
| **Time** | **Event** | **Location** |
| **11:00-16:00** | **ARRIVALS FAIR *(optional event)*** | **The Forum - Harrow** |

|  |
| --- |
| **THURSDAY 19 September 2019** |
| **Time** | **Event** | **Location** |
| **All Day** | **The Post Code Challenge**Make a short video around London in groups and get to know one another.Upload the video to Facebook.  | **Central London** |

|  |
| --- |
| **FRIDAY 20 September 2019** |
| **Time** | **Event** | **Location** |
| **10:00-13:00** | **REVIEW THE POST CODE CHALLENGE**Watch the short videos you have produced and look at some previous first-year production work. | **Studio 1 M Block** |
| **13:30 -15:00** **15:00 – 16:30** | **EDIT SUITE INTRODUCTION**Compulsory introduction to using the edit suites. Students must attend otherwise they will not be allowed to use the edit suites. This is non-negotiable and a register will be taken. Students will allocated a group at the Course welcome session. | **M1:1 EDIT SUITE** |

 |
| **READING LIST**Hall, S., J. Evans & S. Nixon. 2013. *Representation* (2nd Ed). London: Sage & The Open University. Lotz, A. 2014. *The Television Will Be Revolutionized* (2nd Ed). New York: NYU Press. Cooke, L. 2015. *British Television Drama - A History* (2nd Ed). London: BFI. Lury, K. 2005. *Interpreting Television.* London: Bloomsbury.  |
| ADDITIONAL INFORMATION |
| **EQUIPMENT AND OTHER RESOURCES**All the equipment you need is provided by the course and either available in bespoke edit suites or the library. Acquisition equipment is bookable from the stores. We largely use cam-corders on BA Television Production, the Canon FX 205 and FX 305 being our standard. Cam-corders are a television tool and these provide our largest stock but we have many others for more specific tasks. We discourage DSLRs because industry only allows a small percentage (up to 10%) in any programme to be produced on them. However, they are a useful camera to own. 1st year students are expected to become proficient on the Canon cameras and there are many excellent web sites that will introduce you to them. You will start learning and using them from day 1. They are HD which is broadcast standard.  Most students own a laptop for coursework and essay writing. If you wish to edit away from campus then a fairly high spec machine will be required. Macbook/Airbook is the most popular but any decent PC will do. There are some Macs available to borrow for short periods. There are always edit stations available – 24/7 at busy times of the year. We edit mainly with Adobe but Avid and FCP are all available, alongside Da Vinci and pro-tools etc. Every university machine has a full suite of software on them. Our server system allows proxy editing at home and reconnecting online here so all workflows can be accommodated. A decent capacity drive is a useful asset, but we do loan out drives as well. There are software classes outside of timetabled events so you can become skilled on all edit and graphic software. For your own home use you will need to buy software yourselves and Adobe Creative Suite is the most useful and student discounts are available. However, FCP is perfectly acceptable and cheaper.  |  |  |
|  |  |
|  |
|  |