Kansas CTE

# Video Production (2011): Grades 9, 10, 11, 12

Adopted 2011

## Essential Knowledge and Skills

**0.1 Achieve additional academic knowledge and skills required to pursue the full range of career and postsecondary education opportunities within a career cluster.**

1. Adapt language for audience, purpose, situation (i.e. diction/structure, style). 0.1.1
2. Compose focused copy for a variety of written documents (i.e. documents, notes, oral presentations reports). 0.1.2
3. Demonstrate knowledge of basic arithmetic operations such as addition, subtraction, multiplication and division. 0.1.3
4. Analyze data when interpreting operational documents. 0.1.4

**0.2 Use oral and written communication skills in creating, expressing and interpreting information and ideas including technical terminology and information.**

1. Interpret information, data and observations to apply information learned from reading to actual practice. 0.2.1
2. Communicate effectively with others to foster positive relationships. 0.2.2
3. Reference the sources of information. 0.2.3
4. Compose multi-paragraph documents clearly, succinctly, and accurately (i.e. correct grammar, spelling, punctuation and capitalization). 0.2.4
5. Deliver an oral presentation to provide information for specific purposes and audiences. 0.2.5

**0.3 Solve problems using creativity, innovation and critical thinking skills (analyze, synthesize, and evaluate) independently and in teams.**

1. Analyze elements of a problem to determine solutions (including how to think creatively). 0.3.1

**0.4 Understand the importance of health, safety, and environmental management systems and follow organizational policies and procedures and contribute to continuous improvement in performance and compliance.**

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1. Follow operation manuals for all equipment and tools to maintain safe workplace for self and others. 0.4.1

2. Demonstrate safe work habits and procedures (i.e. personal habits, around electricity, storage of equipment). 0.4.2

**0.5 Use leadership and teamwork skills in collaborating with others to accomplish organizational goals and objectives.**

1. Exhibit leadership skills (i.e. management of resources, listening to others, respect, supporting others). 0.5.1
2. Work with others to achieve objectives in a timely manner (i.e. follow direction, take responsibility, respect for others and cooperation). 0.5.2

**0.6 Know and understand the importance of professional ethics and legal responsibilities.**

1. Follow code of ethics for the Arts, AV and Communications field in all projects, decisions and actions. 0.6.1

**0.7 Know and understand the importance of employability skills, effectively manage careers and the importance of entrepreneurship skills.**

1. Model behaviors of a good employee (i.e. reliability, dependability, professionalism). 0.7.1
2. Create a record of work experiences, certifications and products. 0.7.2

**Technical Skills**

**1.0 Use the technical knowledge and skills required to pursue the targeted careers for all pathways in the career cluster, including knowledge of design, operation, and maintenance of technological systems critical to the career cluster.**

1.1 Analyze career paths in the communications field.

1. Experience all aspects of the video production industry (i.e. producer, director, manager, videographer, editor and related personnel). 1.1.1

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1.2 Demonstrate technical skills related to careers in the communications field.

1. Design and produce a video presentation (i.e. set objectives, create a story board and write script, identify equipment/people/etc. needed; design a studio layout, develop a Gantt chart, monitor production process, etc.). 1.2.1
2. Demonstrate appropriate use of equipment and tools to produce a video production. 1.2.2
3. Lead discussions with the production staff to discuss production progress and to ensure production objects were attained. 1.2.3
4. Coordinate the activities of writers, directors, managers, videographers, producers and/or other personnel throughout the production process. 1.2.4
5. Monitor strength, clarity and reliability of incoming and outgoing signals to maintain broadcast and/or recording quality 1.2.5
6. Identify potential problems to the production process and possible solutions. 1.2.6
7. Demonstrate teamwork. 1.2.7
8. Resolve problems that arise during the production. 1.2.8
9. Evaluate the pre-production, production and post-production process. 1.2.9
10. Create a portfolio of video projects. 1.2.10