



2016 HANDBOOK VIDEOTECHNOLOGY



HANDBOOK FOR 2016

FACULTY OF ARTS AND DESIGN

DEPARTMENT of VIDEO TECHNOLOGY

VISION

The Department of Video Technology aims to instill in our learners the personal attributes of Initiative, Responsibility and Sensitivity, and to promote Intellectual growth, Creativity and Technical accomplishment.

MISSION

We strive to produce individuals who are critical thinkers and technologically adept, with strong work ethics, who may enter the workplace as skilled and talented employees and contribute to the upliftment and success of the creative industries and the community.

The department serves the needs of South African society by providing career focused education within a value-driven context. Partnerships with industry enable the department to cater to the changing requirements of a developing South Africa and ensure students' successful integration into the real working world.

What is a University of Technology?

A university of technology is characterized by being research informed rather than research driven where the focus is on strategic and applied research that can be translated into professional practice. Furthermore, research output is commercialized thus providing a source of income for the institution. Learning programmes, in which the emphasis on technological capability is as important as cognitive skills, are developed around graduate profiles as defined by industry and the professions.

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IMPORTANT NOTICE

The departmental rules in this handbook must be read in conjunction with the Durban University of Technology's General Rules contained in the current General Handbook for Students.

NOTE TO ALL REGISTERED STUDENTS

Your registration is in accordance with all current rules of the Institution. If, for whatever reason, you do not register consecutively for every year/semester of your programme, your existing registration contract with the Institution will cease. Your re-registration anytime thereafter will be at the discretion of the Institution and, if permitted, will be in accordance with the rules applicable at that time.

I. CONTACT DETAILS

Department of Video Technology

Programme: **Video Technology**

All queries to:

Secretary: Mrs Wendy Hein

Tel No: (031) 373 6627

Fax No: (031) 373 6632

Location of Department: City Campus

All Faculty queries to:

Faculty officer: Mr Pragasen Reddy

Tel No: (031) 373 6522

Fax No: (031) 373 6518

Location of Faculty office: City Campus

Executive Dean: Dr René Smith

Tel No: (031) 373 6517

Fax No: (031) 373 6518

Location of Executive Deans office: City Campus

2. STAFFING Name and Qualification

Head of Department	Dr Cary Burnett BA Hons (UN); MA (UN); PhD (UKZN)
Lecturer	Prof Peter Burnett N Dip: Broadcast Engineering (WCATE); HDE (Post School) (UN); M Tech: Motion Picture Production (TUT) <i>Cum Laude</i>
Lecturer	Mr Louis de Waal N Dip: Electronic Engineering (WitsT), B-Tech Video Technology (DUT)
Junior Lecturer	Mr Gavilian Letsoalo N Dip: Video Technology (DUT) B Tech: Video Technology (DUT)
Senior Technician	Mr Richard Hamman N Dip: Video Technology (DUT) B Tech: Video Technology (DUT)
Technician	Mr Sibongiseni Mthlane N Dip: Electronic Engineering (DUT)
Computer Technician	Mr Niresh Singh N Dip: Video Technology (TN), B-Tech Video Technology (DUT)
Technical Assistant	Mr. Kenneth Gwele N. Dip: Video Technology (DUT), B-Tech Video Technology (DUT)
Secretary	Ms Wendy Hein

3. **PROGRAMMES OFFERED BY THE DEPARTMENT**

Programmes are offered in this Department which, upon successful completion, lead to the award of the following qualifications:

Qualification	SAQA NLRD Number
• ND: Video Technology	2151
• BTECH: Video Technology	2151

4. **PROGRAMME INFORMATION AND RULES**

RULE VT4

VT4.1: ENTRANCE REQUIREMENTS:

N Dip: Video Technology

General Rule G7 applies. In addition, students should have experience or interest in the field of television or an allied subject area and must be prepared to present themselves for a selection interview.

VT 4.2: ENTRANCE REQUIREMENTS:

B Tech: Video Technology

The minimum entrance requirement is an N Dip: Video Technology or equivalent.

The number of students admitted to the B Tech programme is capped and determined by the needs of industry and departmental resources. An individual's Academic, Practical, Creative and Technical record; as well as the Institution's Equity policy, will guide the selection process.

5. PROGRAMME STRUCTURE

NATIONAL DIPLOMA: VIDEO TECHNOLOGY

Code	Subjects:	*C/O	Semester/ Year	Assessment Method	NQF Level	Pre- req- uisite	Co- req- uisite
INVD101	Introduction to Video	C	Annual	Exam	5		
TETN101	Television Electronics	C	Annual	Exam	5		
COVD101	Communication in Video I	C	Annual	Continuous Assessment	5		
TPTH101	Television Production Theory 1	C	Annual	Exam	5		
TAPD101	Television Appreciation and Development 1	C	Semester	Exam	5		
PRTV101	Practical Television Production 1	C	Semester	Continuous Assessment	5	INVD101	TPTH201
TPTH201	Television Production Theory 2	C	Semester	Exam	6	TPTH101	PRTV101
COVD201	Communication in Video 2	C	Semester	Exam	6	COVD101	
TAPD201	Television Appreciation and Development 2	C	Semester	Exam	6	TAPD101	
PRTV201	Practical Television Production 2	C	Semester	Continuous Assessment	6	PRTV101	TPTH301
COVD301	Communication in Video I	C	Semester	Exam	6	COVD201	
TPTH301	Television Production Theory 3	C	Semester	Exam	6	TPTH201	PRTV201
PRTV301	Practical Television Production 3	C	Semester	Continuous Assessment	6	PRTV201	
EXVT101	Experiential Learning	C	Semester	Continuous Assessment	6	PRTV301	

BACHELOR OF TECHNOLOGY: VIDEO TECHNOLOGY

Code	Subjects:	*C/O	Semester/ Year	Assessment Method	NQF Level	Pre- req- uisite	Co- req- uisite
PRTV401	Practical Television Production 4	C	Annual	Continuous Assessment	7	EXVT101	
TPTH401	Television Production Theory 4	C	Annual	Continuous Assessment	7	EXVT101	
RMTS401	Research Methods	C	Annual	Continuous Assessment	7	EXVT101	
RSHP401	Research Project	C	Annual	Continuous Assessment	7	EXVT101	

* C + Compulsory; O = Optional

6. ASSESSMENT RULES (If more stringent than General Rules) N Dip: Video Technology

RULE VT6:

VT6.1 In terms of Rule G15 the following DP (work duly performed) requirements apply to all Diploma in Video Technology students:

VT6.1.1 Attendance and DP Requirements (work duly performed)

- a) A student is required, except by illness for which a valid medical certificate is supplied specifying the nature and duration of the illness, or circumstances which in the opinion of the departmental committee were beyond his/her control at the time, to attend a minimum of 80% of class meetings in each subject, by writing tests and completing and submitting assignments on the due dates.
- b) A student is required, except by illness for which a valid medical certificate is supplied specifying the nature and duration of the illness, or circumstances which in the opinion of the departmental committee were beyond his/her control at the time, a 100% attendance at all practicals and practical tutorials.

VT6.1.2 Year Mark

- a) The year mark will count 40% of the final result.
- b) The examination will count 60% of the final result.
- c) Students will be given sufficient opportunity to accumulate a year mark. The number of assessments in each subject approved by the head of department will be indicated to the students.
- d) A student must submit at least 60% of the total number of tests and assignments for a subject in order to obtain a course mark for that subject.

7. RE-REGISTRATION RULES (if more stringent than General Rules) N Dip: Video Technology

RULE VT7:

VT7.1 A student registering for any of the subjects Practical Television Production I, II or III must do so within ten (10) working days of the first day of classes for that subject.

VT7.2 EQUIPMENT RESPONSIBILITIES

VT7.2.1 All equipment needed for projects specified by the Department will be supplied free of charge to the student.

VT7.2.2 The student entrusted with said equipment is expected to treat it with care and act in a responsible manner when using it.

VT7.2.3 A student who loses or damages any equipment due to negligence on his/her behalf will be liable for the replacement cost of said equipment. This

cost to be determined by the Department.

- VT7.2.4** Should Rule VT7.2.3 be invoked, the student will not receive his/her results for that Semester until the Department has been reimbursed the full amount.

VT7.3 Cost of course

The fee for the course is payable in full on registration and includes academic fees, study material and library fees. The fee does not include the cost of prescribed textbooks or videotapes.

VT7.4 EXEMPTIONS

Applications for exemptions from any Language or Communication course should be made to the head of department immediately after registration. Each application will be considered on its own merits by the English Subject Committee.

Students will attend classes until notified in writing of their exemption. Failure to comply with these requirements may lead to loss of the subject credit.

VT7.5 SUBJECT PRE-REQUISITES

- VT7.5.1** For a student to be eligible to enter Practical Television Production I the student must have passed Introduction to Television I and Television Production Theory I.
- VT7.5.2** To be eligible to enter Practical Television Production II a student must have passed Television Production Theory II
- VT7.5.3** To be eligible to enter Practical Television Production III a student must have passed Television Production Theory III.
- VT7.5.4** Practical work done as part of the subjects Practical Television Production I, II, III must meet pre-determined standards and will contribute to the pass requirements.
- VT7.5.5** To be eligible to register for Experiential Learning a student must have passed Practical Television Production III.

Exclusion Rules (if more stringent than General Rules)

N DIP: VIDEO TECHNOLOGY

VT7.6 REFUSAL OF REREGISTRATION

- VT7.6.1** A student who has not successfully completed any subject after two periods of registration for that subject shall only be permitted to register for that subject at the discretion of the Departmental Appeal Committee.
(A subject for which a student de-registers after the last day of the first term in each semester shall count as a period of registration.)

- VT7.6.2** A student who has been refused permission to re-register for a subject in terms of Rule 2.3a will not be permitted to register for any other subject in that qualification. A student will thereby be unable to complete the qualification
- VT7.6.3** A student who has not completed the National Diploma within six years of the first registration, may, at the discretion of the Departmental Appeal Committee, be refused permission to re-register, or may be accepted subject to special conditions.
- VT7.6.4** A student wishing to appeal to the Faculty Board of Arts against the application of this rule must submit to the Faculty Officer a statement in which he or she explains the reasons for the appeal.
- This appeal must be submitted to the Faculty Officer within ten (10) working days of being officially notified in writing that he or she has not been permitted to re-register. No appeals will be considered after this.

8 SUBJECT CONTENT

NB: Students to read this section in conjunction with the relevant learner guides.

N Dip: Video Technology

TELEVISION ELECTRONICS

Duration: 32 weeks theory: 4 lectures per week.

Examination: One three-hour paper.

Syllabus: Understanding how television works, through the study of components and equipment in use.

INTRODUCTION TO TELEVISION

Duration: 32 weeks theory and practical: 6 lectures and 4 practicals per week.

Examination: One three-hour paper.

Syllabus: Video studios, cameras, recorders, special effects, and industry terminology. Production procedures and outside broadcasts.

TELEVISION PRODUCTION THEORY I

Duration: 32 weeks theory and practical: 10 lectures and 6 tutorials per week.

Examination: One three-hour paper and 1 two-hour paper.

Syllabus: Pre-production: writing, computers.
Production: camera, lighting, sound.
Post production: editing.

COMMUNICATION IN VIDEO I

Duration: 32 weeks including theory and practice: 4 lectures per week.

Examination: Continuous assessment.

Syllabus: Communication theory and practice. Use of English.

PRACTICAL TELEVISION PRODUCTION I

Duration: 16 weeks practical: 16 lectures and 4 tutorials per week.

Examination: Practical assessment.

Syllabus: The subject involves hands-on application of skills, learned through group video production.

TELEVISION PRODUCTION THEORY 2

Duration: 16 weeks theory and practical: 10 lectures and 2 tutorials per week.

Examination: One three-hour paper and
One two-hour paper

Syllabus: Pre-production: writing and production management.
Production: camera, lighting, sound.
Post production: editing.

COMMUNICATION IN VIDEO 2

Duration: 16 weeks theory and practice: 2 lectures per week.

Examination: One three-hour paper.

Syllabus: Communication analysis of film and video material.
Mass media and communication theory; advertising and propaganda.

FILM AND TELEVISION APPRECIATION AND DEVELOPMENT I

Duration: 16 weeks theory: 2 lectures per week, plus tutorials.

Examination: One three-hour paper.

Syllabus: History and analysis of motion pictures; –American, European and South African films.

TELEVISION PRODUCTION THEORY 3

Duration: 16 weeks: 4 lectures per week.

Examination: One three-hour paper.

Syllabus: Pre-production, directing and post-production.

COMMUNICATION IN VIDEO 3

Duration: 16 weeks theory and practice: 2 lectures per week.

Examination: One three-hour paper.

Syllabus: Communicating in groups, communication with prospective clients.

FILM AND TELEVISION APPRECIATION AND DEVELOPMENT 2

Duration: 16 weeks theory: 2 lectures per week, plus tutorials.

Examination: One three-hour paper.

Syllabus: The history and analysis of film and video material in general, and specifically in the U.S.A., Great Britain and developments in South Africa.

PRACTICAL TELEVISION PRODUCTION 2

Duration: 16 weeks practical: 16 lectures and 4 tutorials per week.

Examination: Practical assessment.

Syllabus: Students, functioning in groups, will produce videos on selected topics.

PRACTICAL TELEVISION PRODUCTIONS 3

Duration: 16 weeks practical: 30 lectures and 4 tutorials per week.

Examination: Practical assessment.

Syllabus: Individual productions will be made by students, on topics of own choice.

WORK INTEGRATED LEARNING

16 Weeks (full time) or 640 hours (part time) employment within the Television Production industry, at an accredited worksite. A logbook will be kept detailing work undertaken. Employers to complete Assessment forms and verify hours worked.

B Tech: Video Technology

PRACTICAL TELEVISION PRODUCTION 4

Duration: 32 weeks practical: individual tutorials and group equipment operations training.

Examination: Continuous assessment.

Syllabus: Marine videography; Jimmy Jib operations; Final Cut Pro Editing; Pro Tools operations, HD Cameras
Individual productions will be made by students, on topics of own choice.

TELEVISION PRODUCTION THEORY 4

Duration: 32 weeks theory: a total of 100 lectures and individual tutorials.

Examination: Continuous assessment.

Syllabus: Independent productions; Marine videography; Broadcast and Content Management; Basic Business Practice

RESEARCH METHODS

Duration: 16 weeks, 2 lectures per week and on-line learning

Examination: Continuous assessment.

Syllabus: Research methods; constructing a research proposal.

RESEARCH PROJECT

Duration: 16 weeks practical: individual tutorials and self-study

Examination: Portfolio assessment.

Syllabus: Research is undertaken into an area of significance to the television industry