

**ROY H. PARK SCHOOL OF COMMUNICATION**  
**Television-Radio Program**  
**GUIDELINES FOR INDEPENDENT PROJECT**  
**TVR-49700**

Independent Project is an intensive project conducted under the supervision of a faculty sponsor with the approval of the department chair.

A comprehensive creative project (not research paper) is required.

Prerequisites: Television-Radio major; junior or senior standing; permission of the department. Offered every semester.

May be taken for: 3 credits

Independent Project is a production-oriented opportunity. The student selects a topic of interest to her or him and addresses it under the guidance of a faculty member. Possible projects include video/ audio projects, script projects, and projects in journalism, advertising, or public relations. The outcome should be a completed work suitable for inclusion in a professional portfolio.

Note that Independent Project is **not a research paper oriented opportunity**. Students wishing to pursue such study should apply for Independent Study, TVR-49900. (Refer to the *Catalog* for current course descriptions.)

In order to register, the student must complete the attached cover sheet and, in collaboration with the faculty sponsor, write a design statement. The following page details the requisite information for the design statement.

**GUIDELINES FOR OBTAINING APPROVAL**

In addition, the student must follow these guidelines for obtaining approval:

- A. Work with the faculty sponsor during the design and approval phases. These interactions might be time-consuming, so start the process well before advance registration.
- B. After completing the design statement, obtain the requisite signatures in order as follows:
  - 1. Student
  - 2. Faculty Sponsor – Signature indicates agreement with the design statement.
  - 3. TV-R Program Director – Signature indicates approval of the curricular validity of the project. If the program director does not feel the project warrants approval, s/he should recommend ways to improve the design or offer a reasonable explanation for the decision.
- C. When all signatures have been obtained, make 4 copies. Keep the original and give copies to the Dean's Office, the program director, the faculty sponsor, and the Facilities & Portable Equipment Manager.

**Students using Park School equipment and/or facilities for completing their Independent Project must abide by all policies and requirements related to the use of portable equipment, editing labs, computer labs, and/or other facilities.**

## **DESIGN STATEMENT GUIDELINES**

Independent Project is an arrangement between a student and a faculty member. A design statement must be written and agreed upon by both of them and approved by the department chair. The statement should contain the following elements:

1. a description of the creative project to be undertaken,
2. the learning goals to be achieved through participation in this project,
3. the student's preparation for undertaking the project (such as previous related course work),
4. a reading list if appropriate (not necessarily complete at this state, but at least a suggested or partial list sufficient to provide focus and stimulate investigation),
5. the final outcome – The project should generate a fiction/non-fiction video/audio, an experimental audio/video, a television or feature screenplay, a journalistic feature article or series of articles, a commercial video, a music video, public relations/advertising creative materials, or similar creative or professional project as approved by a faculty member.
6. the method and amount of ongoing interaction with the faculty sponsor (such as periodic discussion of reading, discussion of outlines and drafts of writing projects, review of raw video and audio, etc.) – Include a schedule of specific deadlines for various segments of the project, with the approximate time to be devoted to the different parts of the work, i.e., background reading, research and writing, discussion, shooting and taping schedules, etc.
7. For technical projects you must demonstrate that you have or have access to the equipment necessary to complete the proposed project. Any production or post-production costs associated with the project will be the student's responsibility.

**ROY H. PARK SCHOOL OF COMMUNICATIONS**  
**TELEVISION-RADIO PROGRAM**  
**APPROVAL FORM FOR INDEPENDENT PROJECT**

Attach this form to a design statement.

Enrolling for TVR-49700, 3 credits \_\_\_\_\_ Semester, 20\_\_

Student's Name: \_\_\_\_\_ Major: \_\_\_\_\_

ID Number: \_\_\_\_\_ Advisor: \_\_\_\_\_

APPROVALS

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Faculty Sponsor: \_\_\_\_\_ Date: \_\_\_\_\_

Program Director: \_\_\_\_\_ Date: \_\_\_\_\_

Copies by student to: Dean, Program Director, Faculty Sponsor, Facilities & Portable Equipment Manager, Student