



## 2010 CLASSES AND WORKSHOPS



[CTVNorthSuburbs.org](http://CTVNorthSuburbs.org)

# CTV CLASSES AND WORKSHOPS

## 2010

### Training Mission

To train and educate producers, users and others who request help.

CTV provides access to a wide variety of classes and workshops for the public. With proper training and certification, volunteers have unique access to professional video equipment free of charge. Areas of production and equipment include an in-house studio, high-end digital video production equipment, non-linear editing suites, and top of the line production trucks. Volunteers have the option of taking the classes they want to reach their specific production goals.

### Class Schedule

A calendar listing of the dates and times for each CTV class can be found at [ctvnorthsuburbs.org](http://ctvnorthsuburbs.org), click on Classes.

### Contact

CTV North Suburbs  
950 Woodhill Drive  
Roseville, MN 55113  
Phone: 651-792-7515  
Email: [training@ctv15.org](mailto:training@ctv15.org)  
Website: [ctvnorthsuburbs.org](http://ctvnorthsuburbs.org)

### CTV 101

(1 ½ hour session)

Discover the resources available to get involved at CTV, and for making your own TV productions.

**All students must complete CTV 101 before signing up for other CTV classes. The cost is free!**

### Class Requirements

1. You must attend CTV101 before registering for other classes.
2. All fees must be paid upon registering for the class. Students will not have a secured spot on the class list until they have paid. You can either pay online, or come into CTV and pay by either check or cash.
3. Individuals get the resident rate of a class only if they live, or are working with an organization located within our 10-city area: Arden Hills, Falcon Heights, Lauderdale, Little Canada, Mounds View, New Brighton, North Oaks, Roseville, St. Anthony and Shoreview.
4. Please note that class schedules are subject to change.
5. The class may be cancelled if it does not have the required number of students.
6. Volunteers who want to produce their first truck or studio shoot must pass the proper certification class (either "Crewing the Shoot" or "Production Truck Crewing") and must also pass the "Intro to Producing" class.
7. There is a test-out option for each of our classes. These are offered to those individuals who know the equipment well enough to satisfactorily pass the required test. CTV staff determines eligibility for a test-out. The cost of the test-out is the same as the class. If the individual fails the test-out, they must take the course to get certification.
8. Expired volunteers, who wish to begin using CTV equipment again, must take a test-out and demonstrate proficiency with the equipment before they are re-certified. If the lapse in certification is longer than six months, they must pay for the cost of the class.
9. Students who are currently enrolled in the Final Cut Pro or iMovie class are not allowed to work on any of their own projects until they have fully completed the course and are certified.

## CERTIFICATION CLASSES:

### Crewing the Shoot

#### **Certification to be a crewmember for Truck and Studio Productions**

(Two 2.5-hour sessions, and crew on one studio and one truck production)

This class includes 2.5 hours of studio training and 2.5 hours of truck training. Learn all basic crew positions, including camera, lighting, audio, teleprompter, switcher, video playback, graphics, and replay both inside the studio and outside with the production truck.

To complete certification, students must help crew on one of the following studio productions:

CTV Commission Meeting

Disability Viewpoints

North Suburban Beat

Students must also crew a staff-produced truck production within 60 days of class completion.

**Fee: \$40 residents/\$50 non-residents**

**2-student minimum**

### Production Truck Crewing

#### **Certification to be a crewmember for Truck Productions**

(One session on location - length varies)

Learn basic crew positions for truck productions. This class does not include Studio certification. This class includes instruction on basic setup and an overview of basic production truck crew positions, including operation of a production camera, audio board, switcher, graphics and replay. Students will learn how to set up all essential equipment. This class is completed during an actual truck shoot so the dates, times, and locations vary depending on the truck schedule. If you are interested, call 651-792-7528 or email [training@ctv15.org](mailto:training@ctv15.org) to set up a time.

Arrangements will be made for you to meet at the truck shoot and to receive the proper training.

**Fee: \$15 residents and non-resident**

### Camcorder

#### **Certification to checkout CTV camcorders and additional portable equipment**

(One 2-hour session)

This class includes hands-on training with the Panasonic DVX-100 production camcorders, as well as basic instruction on our microphones and light kits.

Students will be certified to check out portable equipment to use for their field productions.

**Fee: \$25 residents/\$45 non-residents**

**2-student minimum**



### Final Cut Pro Editing

#### **Certification to use the Final Cut Pro software in CTV edit suites**

(Three 2-hour sessions)

"Final Cut Pro Editing" covers the non-linear workflow with Final Cut Pro through hands-on training and step-by-step instruction. Students are taken through each vital step of the editing process, from concept to final product. Some of the topics of the class include navigating the editing interface, capturing video, cutting together edited sequences, and exporting your project. As part of the training, students take home a free copy of the Final Cut Pro Tutorial, *Apple Pro Training Series: Final Cut Pro 6* by Diana Weynand. Students must have competent general computer skills to register.

**Fee: \$105 residents/\$125 non-residents**

**2-student minimum**

## ADVANCED CLASSES:

### Intro to Producing

**Pre-requisite: Crewing the Shoot  
Required to Produce Studio or Truck Shoots**  
(One 3-hour session)

“Intro to Producing” is a requirement for producers wishing to shoot a program that utilizes either the studio or production truck. The class covers essential criteria from planning and reserving equipment, to recruiting and organizing a crew. Also covered are a variety of topics including how to do a site survey, obtaining permissions, safety, facility scheduling, care of equipment, indoor and outdoor lighting, announcer and camera locations and special situations.

**Fee: \$25 residents/\$45 non-residents**

### Advanced Editing Techniques

**Pre-requisite: Final Cut Pro Editing**

Take your production to the next level by designing eye-catching titles, unique graphics, or sophisticated audio effects. This class goes in-depth with Final Cut Studio applications and is tailored for the student depending on which application and techniques they wish to learn. The applications to choose from are LiveType, Motion, DVD Studio Pro, iDVD, and Soundtrack Pro. Classes are offered by appointment. Call 651-792-7528 or email [training@ctv15.org](mailto:training@ctv15.org) to schedule a class.

**Fee: \$25/hour**



### Advanced Camera

**Pre-requisite: Crewing the Shoot or Production Truck**

(Two 3-hour sessions)

This class is for those who have learned basic camera operation and want to know more about improving their camera skills. Topics include static and dynamic composition for television, practical terminology, techniques and camera movement. Emphasis is on practical applications, including coverage of various sporting events, as well as musical events and studio shoots. Class includes demos and exercises. Some time will also be devoted to covering the basics of directing multiple-camera shoots.

**Fee: \$25 residents/\$45 non-residents**

### Advanced Directing

**Pre-requisite: Advanced Camera**

(Three 3-hour sessions)

This course covers more advanced directing techniques for studio and truck productions. Students will get the opportunity to improve their directing skills, and will learn the essential aspects to help produce a successful live or live-to-tape production. Class includes demos and hands-on-training, and also extensive training with the program switcher.

**Fee: \$25 residents/\$45 non-residents**

### Scaffolding

**Pre-requisite: Production Truck**

(One 3-hour session)

This class is required in order to utilize or assist with using scaffolding equipment for truck productions. Topics covered include set up, safety, rules for uses, tear down and storage of CTV scaffolding. Students will get hands-on experience unpacking the trailer and setting up the scaffolding in a variety of acceptable and safe configurations.

**Fee: \$15 residents and non-residents**

## WORKSHOPS:

### Special Workshops

In addition to regular classes, CTV offers special one-time workshops on a variety of subjects. These special workshops aren't listed here. Keep updated with e-newsletters and at [ctvnorthsuburbs.org](http://ctvnorthsuburbs.org).

### Advanced TV Studio

#### Pre-requisite: Crewing the Shoot

(One 3-hour session)

This class is the next step to being TV Studio certified. Students will learn more advanced studio equipment and positions, including switcher, video playback, and graphics. Students will be involved in helping to crew a TV studio shoot.

**Fee: \$25 residents/\$45 non-residents**

### Lighting

(One 2-hour session)

This workshop will cover practical lighting tips for both studio and field productions. Students will get hands-on training with all types of lighting equipment, and will also get a better understanding of general lighting principles.

**Fee: \$25 residents/\$45 non-residents**



### Writing for Television

(One 2-hour session)

Where do story ideas come from? How are they developed for TV? What makes a story compelling? Students will learn these important aspects of television writing and see real-life examples from an industry professional.

**Fee: \$25 residents/\$45 non-residents**