UNIVERSITY OF WESTMINSTER
LEADING THE WAY

PROGRAMME SPECIFICATION

Course record information

Name and level of final award:	**BA (Hons) Television Production** The BA (Hons) Television Production is a BA (Hons) degree that is Bologna FQ-EHEA first cycle degree or diploma compatible.
Name and level of intermediate awards:	BA Television Production Diploma of HE Television Production Certificate of HE Television Production
Awarding body/institution:	University of Westminster
Teaching Institution:	University of Westminster
Status of awarding body/institution:	Recognised Body
Location of delivery:	Harrow Campus College of Design, Creative and Digital Industries Westminster School of Media and Communications
Language of delivery and assessment:	English
Mode, length of study and normal starting month:	Three years (full time). September start.
QAA subject benchmarking group(s):	Communication, Media, Film and Cultural Studies with additional consideration of Art and Design
Professional statutory or regulatory body:	N/A
Date of course validation/review:	21 July 2016
Date of programme specification approval:	January 2017 Updated 2021
Valid for cohorts:	From September 2021
Course Leader	Dr Christopher Hogg & Ged Maguire
UCAS code	P311
Course URL	westminster.ac.uk/courses/undergraduate
Westminster course code	BAJMC06F (FT)
JACS code	P311 (Television Production)

Course Overview

BA (Hons) Television Production is a course that combines critical analysis with hands on practical skills focused on how Television programmes are conceived, produced, commissioned and distributed in a digital Broadcast and Multi-platform environment. Students work across a digital work flow supporting single camera and multi camera studio production modes and produce programmes across all genres; from Documentary and Drama series, to TV Commercials, Virals and Studio Entertainment shows. Practical skills in editing, camera operations, sound recording, lighting and graphics are underpinned by critical analysis of the ever-changing globalised Broadcast and digital media industries.

The course is taught through a mix of lectures, group tutorials and workshops, supporting the development of both practical and critical academic skills. Students work with industry standard facilities and equipment, television industry experienced teaching staff and highly rated academics. We use a variety of assessment methods, including practical projects, presentations, written work, blogs, websites, and reflective writing.

This course is designed to equip students for professional achievement in the television and digital media industries by preparing them for the challenge of a multi-skilled, mixed portfolio career. Graduates have a high employment rate in many aspects of the media industries, including television direction, production, editing and visual effects; broadcast television drama and documentary productions; new media and branded content; studio entertainment productions, TV commercials, the corporate television sector, children's television, sports broadcasting and music video production.

Our graduates leave equipped with knowledge, skills and a mindset necessary to thrive in the creative industries. The course capitalises on the benefits that London has to offer, particularly through our connections with the many production companies based in the City. *(See 'Work Experience and Live Projects 'section)*

What are the minimum entry requirements for the course?

There are standard minimum [entry requirements](#) for all undergraduate courses. Students are advised to check the standard requirements for the most up-to-date information. [westminster.ac.uk/courses/undergraduate/how-to-apply.](#) For most courses a decision will be made on the basis of your application form alone. However, for some courses the selection process may include an interview to demonstrate your strengths in addition to any formal entry requirements.

More information can be found here: [westminster.ac.uk/courses/undergraduate/how-to-apply](#)

Aims of the course

The BA (Hons) Television Production has been designed to:

• Enable the student to develop technical skills to facilitate the production of Television programmes and in both single and multi-camera modes of production.
• Equip the student with a portfolio of skills and attributes that are necessary for a multi skilled mixed portfolio career in the creative industries
• Develop the student's ability to participate in critically informed debate around the media industries.
• Aid the student in situating their work in relation to contemporary critical debate in the discipline.

- To provide students with insights into the social context of media practices, making them more aware and adaptable in the face of global technological and social change.
- Enable the student to develop transferable skills applicable within a variety of media and other professional working environments.
- Prepare students for postgraduate study in related practical and theoretical disciplines.
- Develop technological skills necessary for the convergence of online digital and Television Broadcast media.
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What will you be expected to achieve?

Learning outcomes are statements on what successful students have achieved as the result of learning. These are threshold statements of achievement (ie they describe the minimum pass level), and the learning outcomes broadly fall into four categories:

- The overall knowledge and understanding a student will gain from the course **(KU)**

- Professional and personal practice learning outcomes are specific skills that a student will be expected to have gained on successful completion of the course **(PPP)**

- Key transferable skills that a student will be expected to have gained on successful completion of the course **(KTS)**

- Graduate attributes are characteristics developed during the duration of the course. These are mapped against the Course Learning Outcomes below, in Appendix 1

Course learning outcomes are not delivered exclusively within individual modules but underpin the entire programme. For a comprehensive overview Appendix 1 maps the in relation to individual modules across all levels to illustrate this over arching principle.

Note that individual modules have module-specific learning outcomes (identified in Module Proformas, which are published in the Course Handbook).

Level 4 learning outcomes: Upon completion of level 4 a student will be able to:

KU 4.1 Demonstrate awareness of practical skills across a range of Broadcast Television technologies following a digital workflow from acquisition to distribution

KU 4.2 Outline the history of Broadcast Television industries and the organisation of content into established core genres.

KU 4.3 Identify the key debates that underpin social, political and economic analysis of global media.

PPP 4.1 Develop core producing and production management skills, required for the production of a Television programme.

PPP 4.2 Develop core writing skills that underpin content creation for Television production.

PPP 4.3 Research and understand the key production roles and their functions on a TV production crew

KTS 4.1 Communicate in written, oral and audio-visual modes, acknowledging academic standards, professional protocols and a range of audiences

KTS 4.2 Manage study time and information, taking responsibility for your own learning, with external guidance

KTS 4.3 Work effectively with other students as a member of a group, and meet obligations to your peers and to staff

Level 5 learning outcomes: Upon completion of level 5 a student will be able to:

KU 5.1 Demonstrate in depth awareness of practical skills following a digital workflow from acquisition to distribution across a diverse range of programmes

KU5.2 Analyse the history of Broadcast Television industries and the organisation of content into established core genres with reference to key texts.

KU 5.3 Explain the key debates that underpin social, political and economic analysis of global media industries and contemporary developments driven by converging technologies and evolving modes of production.

PPP 5.1 Develop in depth awareness of core producing and production management skills, required for the production of a Television programme across a range of genres.

PPP 5.2 Participate and critically reflect on the content creation process that underpins Television production across a number of genres.

PPP 5.3 Compare the key production roles on a TV production crew and identify potential workplace engagements.

KTS 5.1 Effectively communicate in written, oral and audio-visual modes, engaging with academic standards, professional protocols and a range of audiences

KTS 5.2 Effectively manage study time and information, taking responsibility for your own learning, with limited guidance

KTS 5.3 Collaborate effectively with others, demonstrating an ability lead and participate in an exchange of ideas and methods

Level 6 learning outcomes: Upon completion of level 6 student will be able to:

KU 6.1 Apply professional practical skills following a digital workflow from acquisition to distribution across longer form single camera and multi camera productions.

KU6.2 Demonstrate in comprehensive depth the history of Broadcast Television industries and the organisation of content into established core genres with reference to key texts.

KU 6.3 Summarise the key debates that underpin social, political and economic analysis of global media industries and contemporary developments driven by converging technologies and evolving modes of production.

PPP 6.1 Evaluate and apply the producing and production management skills required for the production of a Television programme across a range of genres.

PPP 6.2 Demonstrate a comprehensive understanding of the process of content creation underpinned by key areas of research including targeting audiences, developing and pitching ideas in light of channel commissioning policies and legal and compliance issues.

PPP 6.3 Appraise key production roles on a TV production crew, self manage professional development and identify potential employment opportunities.

KTS 6.1 Communicate creatively using written, oral and audio-visual platforms, meeting academic standards and professional protocols, to a range of audiences

KTS 6.2 Confidently undertake management of study time and information, taking responsibility for your own learning, and apply critical reflection to this process.

KTS 6.3 Work professionally with others, recognising the varied contributions and roles that result in effective collaborative working, and offering leadership or support as appropriate.

How will you learn?

The teaching and learning methods on the course are directly related to the aims and learning outcomes identified above. The learning journey is designed to lead the student from acquisition of skills and a broad understanding of key theoretical concepts, to focused knowledge, in-depth analysis and advanced skills by the end of the course.
To achieve these objectives the course delivers a series of practical modules that support increasing depth of skills and knowledge across the three years of the course. These develop innovative and creative possibilities for future media industry employment opportunities.

The course is designed to integrate theory and practice throughout. Modules at levels 5 and 6 (2nd and 3rd year) address work-related skills to support career development, including a short period of work experience in level 5. Students can also apply to study part of the second year abroad with one of our overseas exchange partners. If this option is chosen then students will take all of the core course modules in one semester and replace the optional modules with equivalent modules at the exchange University for one entire Semester,

At all levels teaching includes lectures and seminars on one hand, and practical media workshops, group activities and tutorials on the other, together with supervised use of facilities.

Students receive continuous formative feedback in practice workshops from the module leader and peers. Practice based modules conclude with a screening where peer review is welcomed. This is a valuable opportunity for students to participate in and develop knowledge and understanding directly with their contemporaries.

The scheduled / supervised time represents only a proportion of study for each module The remaining time is self-managed by the student, so offering scope for creative experimentation, exploration and the emergence of the autonomy required in professional life. Independent learning and self-management are important key transferable skills embedded across all levels of the course.

Core theory lectures in levels 4 & 5 (years 1 and 2) address the whole year group, whereas practical workshops are generally limited to around twenty-five students or fewer. The final year Dissertation and Major Project are supported through focused one-to-one tuition and production group workshops. Production groups for final projects vary in numbers from smaller Documentary groups of 5-6 students and Multi Camera studio project groups of 15-20 students.

We support our modules with online material through Blackboard, the University's Virtual Learning Environment. This material includes practical examples, technical support, key references, discussion groups, blogs, video tutorials and many other resources to support learning.

How will you be assessed?

Practical modules are typically assessed through a combination of; submitted finished programmes accompanied by a reflective log which accounts for the creative journey; a critical analysis which assesses the success of the project in meeting its stated aims, whilst relating the outcome to relevant critical theory; Production logs providing evidence of planning, research material and legal

compliance.

Theoretical modules and some fusion theory modules draw upon a range of assessment methods, including written work, seminar presentations, research plans, visual essays and online study tasks.

Clear Assessment Criteria are stated in module documents, and these are linked to the module Learning Outcomes that are located in the Module Handbook.

Students receive written feedback from all assessments, and this directly relates to the assessment criteria for each module. Students also have an opportunity to discuss the outcome with module staff.

As already mentioned above, formative feedback is given throughout modules in tutorials, and group discussions, and in the final screening in practical modules. It is designed to inform students of areas for improvement, and of current strengths which are to be nurtured and developed. Assessment seeks to encourage developing skills in critical judgement and self-evaluation.

The percentage split on BA Television Production between practical and theoretical elements of the course is approximately 60:40.

Employment and further study opportunities

University of Westminster courses capitalise on the benefits that London as a global city and as a major creative, intellectual and technology hub has to offer for the learning environment and experience of our students.

University of Westminster graduates will be able to demonstrate the following five Graduate Attributes:

• Critical and creative thinker
• Literate and effective communicator
• Entrepreneurial
• Global in outlook and engaged in communities
• Socially, ethically and environmentally aware

These Graduate Attributes are oriented towards student employability after completion of the course, and are aligned to the Course Learning Outcomes as illustrated in Appendix 1.

Graduates have a high employment rate in many aspects of the media industries, including television direction, production, editing and visual effects; broadcast television drama and documentary productions; new media and branded content; studio entertainment productions, TV commercials, the corporate television sector, children's television, sports broadcasting and music video production.
Our location in London facilitates finding such employment, as this is a global hub for the media and cultural industries.

The BA Television programme has a strong record in preparing graduates for postgraduate study across a range of both practical and theoretical disciplines, as well as postgraduate teacher training.

Graduate employment and opportunities in the media industries are constantly shifting, and graduates from this course have demonstrated their responsiveness to these changes. We regularly monitor graduate career destinations, and reflect on this information in the planning of the course curriculum.

Work Experience and Live Projects

All level 6 students take the core module '*Television and Media Professional Practice'* which includes a minimum requirement for 10 days work experience. This requires students to reflect on their skills and to produce a Personal Development Plan based on their skills and experience in the industry.

Many students also undertake a very diverse range of professional experience at other stages of the course, often at a high professional level.

Opportunities and internships generated by industry contacts are regularly posted via Blackboard to all students on the course. The University's location in London facilitates students in finding work experience (or live projects), with numerous opportunities available within the media industries of the city.

Students are also encouraged to successfully integrate all such opportunities into the general programme of study. Our aim is to foster a culture of gathering expertise, building professional networks, and expanding academic learning with the knowledge and skills gained in live media environments.

Production companies where students regularly undertake Internships and work experience and where Television Production Alumni are employed include: BBC Science, BBC Drama, Sky Sports, ITV, ITN, Good Morning, Breakfast, Channel 4, Disney Europe, Disney Nordic, Turner Network Television, Bedlam Productions, Big Brother, Endemol, Talk Back, Tiger Aspect, Propellor TV and Fountain Studios.

Students are offered regular opportunities to attend Master Classes run by The Royal Television Society and Creative Skillset.

Course structure

This section shows the core and option modules available as part of the course and their credit value. Full-time Undergraduate students study 120 credits per year. Course structures can be subject to change each academic year following feedback from a variety of sources.

Credit Level 4				
Module code	Module title	Status	UK credit	ECTS
4TVPR003W	Introduction to Television Production Skills	Core	20	10
4TVPR002W	Further Television Production Skills	Core	20	10

4TVPR004W	Producing Drama for Broadcast and Digital Media.	Core	20	10
4TVPR001W	Television: Audience and Industry	Option	20	10
4TVPR006W	Television: Text & Genre	Core	20	10
4TVPR005W	Television Drama: Past, Present and Future	Core	20	10
	Westminster elective, College elective or Cluster option **	Option/Elective	20	10
Award of Certificate of Higher Education in Television Production available				

Credit Level 5				
Module code	Module title	Status	UK credit	ECTS
5TVPR001W	Adverts and Promotional Shorts	Option	20	10
5TVPR003W	Factual Programme Production	Core	40	20
5TVPR002W	Alternative TV	Option	20	10
5TVPR006W	Research & Synthesis/ Television ‡	Core	20	10
5TVPR004W	Television in the Twenty-first Century	Core	20	10
5WSEL001W	Art/Science Collaboration	Option	20	10
	Westminster elective, College elective or Cluster Option **	Option /Elective	20	10
Award of Diploma of Higher Education in Television Production available				
Credit Level 6				

Module code	Module title	Status	UK credit	ECTS
6TVPR001W	Advanced Television Projects	Core	60	30
6TVPR002W	Dissertation/Television * ‡	Option	40	20
6TVPR004W	Extended Research Essay/Television* ‡	Option	20	10
6TVPR003W	Television and Media Professional Practice.	Core	20	10
	Westminster elective, College elective or Cluster option*	Option /Elective	20	10
Award BA Television Production available Award BA (Hons) Television Production available				

Elective and Option Modules – more information **
Elective modules listed below will be available subject to timetabling constraints and access restrictions. Elective choices must not clash in timetabling with core modules. Elective/option modules may not all run in any one year.

Level 4 Cluster Electives**: Visual Representation (4GPDS006W), Production / Collaboration Options Elective Module A (4ANIM006W)

Level 4 College Electives**: Artist Development For Commercial Music Performance (4MUSH006W), Sound Cultures (4RDPR003W), Bulletins And Blogs (4RDPR004W), Internet Cultures (4MEST009W), Media And Globalization (4MEST015W)

Level 5 Cluster Electives**: Representation of Information (5GPDS004W), Transmedia Practices 5TVPR005W

Level 5 College Electives**: Interdisciplinary Practice (5ILLU003W), The Creative Industries And You (5MUSH006W), Individual And Professional Development 2 (5MUSH004W), Talk Radio (5RDPR003W), Information Society (DMC) (5MEST012W), Theories Of Media And Communication (DMC) (5MEST007W), Cultural Industries And Media Markets (DMC) (5MEST011W). Art/Science Collaboration 5IMAG010W

At Level 6: * Indicates that you must take <u>one</u> of these modules. If you take *Extended Research Essay* you must also then take another option / elective module° of 20 credits from elsewhere in the Cluster, Faculty or University. If you take *Dissertation* then you will have reached your full 120 credits and do <u>not</u> then also take another option or elective module.

‡ Indicates modules with a pre-requisite (a module that must be passed first): *Research and Synthesis* (level 5) is a pre-requisite for both the *Dissertation* and *Extended Research Essay* modules.

*Cluster Options and College Electives at Level 6 are to be confirmed.

Westminster electives for all Levels (4, 5 and 6) are listed at:
westminster.ac.uk/courses/undergraduate/westminster-elective-modules

Please note: Not all option modules will necessarily be offered in any one year.

* Indicates that students must take <u>one</u> of these modules. If students opt for the Extended Research Paper it must be taken with another optional theory module of 20 credits, and the course leader must agree that elective.

‡ Indicates modules with a pre-requisite (a module that must be passed first): Researching for the Media &Communications (level 5) is a pre-requisite for both of the Long / Extended Research Paper.

Academic regulations

The current Handbook of Academic Regulations is available at
westminster.ac.uk/academicregulations

How will you be supported in your studies?

Course Management

BA Television Production is managed by a Course Leader, and is grouped with a number of other courses in the Westminster School of Media and Communications on the Harrow Campus.

The staff team also collectively support the management of the course through responsibilities for individual modules, workshop areas and contributions to planning.

The professional and research practice of course staff is employed in improving the delivery of the course to ensure that we reflect current and emerging real-world concerns and demands. Regular staff meetings ensure this, as well as formal and informal interaction between the staff and outside industry professionals. Key course staff are members of the Higher Education Academy, the professional body for academics in higher education. All course staff participate in annual appraisal and observation of their teaching by their colleagues. This can inform staff development through course or conference attendance and research / professional activity.

The BA Television Production is taught within the Westminster School of Media and Communications within the College of Design, Creative and Digital Industries. The management structure supporting the course is as follows:
   • Christopher Hogg and Ged Maquire are responsible for the day-to-day running and overall management of the course and development of the curriculum.
   • Michaela O'Brien, Head of School, holds academic responsibility for the course and for the other undergraduate courses run within Westminster School of Media and Communications.

The Course Leader will be responsible for:

- Approving students' programme of study
- Organising tutorials, supervisory support and pastoral care
- Co-ordinating final project supervision
- Co-ordinating marks for assessment boards
- General management of the course.
- Admissions

Academic Support

Upon arrival, an induction programme will introduce you to the staff responsible for the course, the campus on which you will be studying, the Library and IT facilities, additional support available and to your Campus Registry. You will be provided with the Course Handbook, which provides detailed information about the course. Each course has a course leader or Director of Studies. All students enrolled on a full-time course and part time students registered for more than 60 credits a year have a personal tutor, who provides advice and guidance on academic matters. The University uses a Virtual Learning Environment called Blackboard where students access their course materials, and can communicate and collaborate with staff and other students. Further information on Blackboard can be found at westminster.ac.uk/blackboard.

Learning Support

The Academic Learning Development Centre supports students in developing the skills required for higher education. As well as online resources in Blackboard, students have the opportunity to attend Study Skills workshops and one to one appointments. Further information on the Academic Learning Development Centre can be found at westminster.ac.uk/academic-learning-development.

Learning support includes four libraries, each holding a collection of resources related to the subjects taught at that site. Students[1] can search the entire library collection online through the Library Search service to find and reserve printed books, and access electronic resources (databases, e-journals, e-books). Students can choose to study in the libraries, which have areas for silent and group study, desktop computers, laptops for loan, photocopying and printing services. They can also choose from several computer rooms at each campus where desktop computers are available with the general and specialist software that supports the courses taught in their College. Students can also securely connect their own laptops and mobile devices to the University wireless network.

Support Services

The University of Westminster Student and Academic Services department provide advice and guidance on accommodation, financial and legal matters, personal counselling, health and disability issues, careers, specialist advice for international students and the chaplaincy providing multi-faith guidance. Further information on the advice available to students can be found at westminster.ac.uk/student-advice. The University of Westminster Students' Union also provides a range of facilities to support students during their time at the University. Further information on UWSU can be found at westminster.ac.uk/students-union.

How do we ensure the quality of our courses and continuous improvement?

The course was initially approved by a University Validation Panel in 2013. The panel included internal peers from the University, academic(s) from another university and a representative from industry. This helps to ensure the comparability of the course to those offered in other universities and the relevance to employers.

The course is also monitored each year by the College to ensure it is running effectively and that issues which might affect the student experience have been appropriately addressed. Staff will consider evidence about the course, including the outcomes from student engagement activities, including School Staff Student Exchange meetings, evidence of student progression and achievement and the reports from external examiners, to evaluate the effectiveness of the course. Each College puts in to place an action plan. This may for example include making changes on the way the module is taught, assessed or even how the course is structured in order to improve the course, in such cases an approval process is in place.

A Course review takes place periodically to ensure that the curriculum is up-to-date and that the skills gained on the course continue to be relevant to employers. Students meet with review panels to provide feedback on their experiences. Student feedback from previous years is also part of the evidence used to assess how the course has been running.

How do we act on student feedback?

Student feedback is important to the University and student views are taken seriously. Student feedback is gathered in a variety of ways.

- Through student engagement activities at Course/Module level, students have the opportunity to express their voice in the running of their course. Student representatives are elected to expressly represent the views of their peers. The University and the Students' Union work together to provide a full induction to the role of the student representatives.

- There are also School Staff Student Exchange meetings that enable wider discussions across the School. Student representatives are also represented on key College and University committees.

- All students are invited to complete a questionnaire before the end of each module. The feedback from this will inform the module leader on the effectiveness of the module and highlight areas that could be enhanced.

- Final year Undergraduate students will be asked to complete the National Student Survey which helps to inform the national university league tables.

Admissions & Marketing Office:
harrow-admissions@westminster.ac.uk
020 7911 5903