**ONE – Overview**

**TOOLS & TECHNOLOGY INTERN WILL USE**

Mac & PC Computers Microsoft Word

Final Cut Pro Microsoft Excel

Adobe production Mac Keynote

Safety First Website

**SKILLS INTERN WILL PRACTICE**

Active Listening Critical Thinking

Reading Comprehension Time Management

Social Perceptiveness Writing

Monitoring Speaking

Editing

Complex Problem Solving

**ABILITIES INTERN WILL PRACTICE**

Written Comprehension Deductive Reasoning

Oral Expression Written Expression

Following Directions Creativity

Creativity Speech Clarity

**WORK ACTIVITIES**

Oral Expression

Oral Comprehension

Problem Sensitivity

Written Comprehension

Inductive reasoning

Deductive Reasoning

Speech Clarity

Written Expression

Organizing, Planning, and Prioritizing Work

Documenting and Recording Information

Performing Administrative Duties

Communicating by Phone, Letters, and e-mail

* Attend:
  + Council Meetings
  + News Conferences
  + Talk Show Productions
  + Specials
  + Public Service Announcements
  + News Magazine Field Productions
  + Documentaries

**TWO – Learning Objectives)**

* Learn television producing protocols / techniques
* Read / Understand Writing for Television
* Exposure /Practice On-Camera Hosting
* Exposure /Practice Non-linear editing
* Exposure /Practice Studio Production
* Exposure /Practice Field Production
* Exposure /Practice Videography

**MEASURES**

* Edit a story for a KCLV
* Prepare a rundown for KCLV
* Create a graphic
* Shoot a story for KCLV
* Write and voice a story for KCLV
* Intern Self Evaluation
* Preceptor Evaluation