I. Title: Supervised practice in film

II. Course coding : COMA 4106

III. Number of credit hours: three (3)

IV. Prerequisites: COMA 4342 - Film production II and approval of the practice coordinator

V. Course description:

Relate the student with a work experience in the medium of film so that he/she may integrate the knowledge, skills, and attitudes acquired during his/her academic life. The student will be working with professionals in the area of film.

VI. Course objectives:

1. Offer the student the opportunity to acquire professional experience while working and studying.
2. Train the student to perform in their future work professional.
3. Relate the student to a work experience in the middle film to integrate knowledge into that practice, skills, skills and experiences acquired during his life academic
4. It will show a critical and reflective attitude about the production processes and teamwork, aimed at optimizing their skills and abilities in a concrete film project.
5. Value the complexity of the product production process media.

VII. Content and distribution of time:

The student will be assigned to a practice center where they must work a minimum 12 to 20 hours per week, depending on the student's academic load and the agreement discussed with the practice coordinator.

Instructional strategies

Not applicable, given that the student will carry out professional tasks in the center practice.

IX. Learning resources :
Resources will be dependent on the resources in the center of practice where the student performs. However, students may use computer labs within the school, which provide writing and graphic design software, the Research Center in Communication, the specialized library in Communication, as well as other bibliographic resources in Campus and the School.

VIII. Evaluation and evaluation strategies:
In order to pass the course, the evaluation of the student will include complying with all the following elements:

1. Preparation of the work plan during the semester in the practice center. East The plan must be approved by the teacher and the supervisor of the practice.

2. Deliver the work plan during the first two weeks of work.

3. Periodic evaluations of the supervisor of the practice center.

4. Final evaluation of the supervisor in the practice center.

5. Periodic teacher evaluations based on meetings with the student and in the final portfolio.

6. Any other requirement that the coordinator of the practice stipulates, when beginning of the practice.

Differentiated evaluation will be offered in response to particular needs that may be present the student who communicates this to the teacher.

Reasonable accommodation:

Students who have special needs or who suffer from conditions medical or of any type of physical, mental or emotional impairment that require reasonable accommodation, they must notify the Office of the Procurator of Persons with Impediments of the Campus and the Office of the Coordination of Student Affairs of the School as soon as possible in order to provide you with reasonable accommodation necessary, in accordance with applicable federal and state laws.

X. Academic Integrity and Social Responsibility:

The University of Puerto Rico promotes the highest standards of integrity academic and scientific. Article 6.2 of the General Regulations of Students of the UPR (Certification No. 13, 2009-2010, of the Board of Trustees) establishes that "the Academic dishonesty includes, but is not limited to: fraudulent actions, obtaining of grades or academic
degrees using false or fraudulent simulations, copy totally or partially the academic work of another person, plagiarize totally or partially the work of another person, copy totally or partially the answers of another person to the questions of an examination, doing or getting someone else to take on their behalf any test or oral or written exam, as well as help or facilitation so that another person incur the referred behavior ". Any of these actions will be subject to sanctions disciplinary proceedings in accordance with the disciplinary procedure established in General Student Regulations of the current UPR.

**FOCUS OF THE COMMUNICATION SCHOOL ON DIVERSITY**

We approach the concept of diversity from the context of our identity culture whose historical hybridity facilitates an intrinsic heterogeneity to our way of being and thinking.

We start from the conviction that differences in human beings can not constitute inequality but affirmation of individual identity, a right acquired by the own nature of what we are.

It guides us, among other postulates, article 4 of the Universal Declaration on the cultural diversity of UNESCO (2002) which states that "the defense of diversity cultural is an ethical imperative, inseparable from respect for the dignity of the person human. "

We promote the understanding of the plurality of identities in a provision of inclusion in terms of gender, race, ethnicity, sexual orientation, religion, modes of think and be, cultural background, national origin, social class, age, political ideology, etc.

We fully comply with Law 51 of June 7, 1996 that gives people with impediments the right to receive reasonable accommodation for the development of their particular abilities and abilities.

We honor article 6 of the Student Regulations of the University of Puerto Rico, Río Piedras campus that establishes that "no student may be deprived, for reason of sex, race, origin, social status, political or religious creed, of the right of association or the services and programs offered by the University. "

By the very nature of the knowledge that investigates and studies the field of communications, we are guided by the interest of promoting the dimension in the curricular design transdisciplinary, multicultural and international, thus stimulating not only the knowledge but the relevant sensitivities for the understanding of the various identities that define us.

**Rights and obligations**

1. The student **must know and comply** with the Regulations University students and with the institutional policies of the University of Puerto Rico in relation to sexual harassment, use and abuse of drugs and alcohol, ethical use legal
information technology, discipline in the classroom, honesty academic, among others. Any student who violates the provisions of the University regulations or those that violate institutional policies will be referred to the Office of Coordination of Student Affairs for the application of the corresponding disciplinary measures according to the regulations university

2. Students who have special needs or who suffer from medical conditions or some type of physical, mental or emotional impairment that requires a reasonable accommodation, **must** notify the Office of Affairs of Persons with Prevent from the Campus, as soon as possible, in order to provide the reasonable accommodation necessary, in accordance with federal and state laws applicable.

3. Students who receive Vocational Rehabilitation services they should contact the professor at the beginning of the semester to plan the Reasonable accommodation and necessary equipment in accordance with recommendations of the Office for Persons with Disabilities (OAPI) of the deanery of students.

**XI. Rating system:**
The non-traditional qualification system of APPROVED and NOT will be used APPROVED.

**XII. Bibliography**


**Electronics references:**
Academy of Arts and Cinematographic Sciences of Spain -
https://www.academiadecine.com/home/index.php

Documentary Film Association (DOCMA) - www.docma.es


UNIVERSITY OF PUERTO RICO  
VICE PRESIDENCY IN ACADEMIC AFFAIRS  

APPLICATION FOR CHANGES IN REGISTERED COURSES

Unit: UPR, Río Piedras Campus  
Faculty: School of Communication  
Department / Program: Audiovisual Communication (COMA)  
Alphanumerical coding: COMA 4106  
Title of the course: Supervised Practice in Film.

INFORMATION ON CHANGES REQUESTED

<table>
<thead>
<tr>
<th>EXCHANGE RATE</th>
<th>CURRENT INFORMATION</th>
<th>CHANGE REQUESTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] Alphabetical code</td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Numeric code</td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Title in Spanish</td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Title in English</td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Type of course</td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Modality in which is offered</td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Course location</td>
<td></td>
<td></td>
</tr>
<tr>
<td>[X] Prerequisites</td>
<td>Director's permit</td>
<td>COMA 4362 and permission from the director.</td>
</tr>
<tr>
<td>[ ] Co-requisites</td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Rating system</td>
<td></td>
<td></td>
</tr>
<tr>
<td>[ ] Contact hours:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>[X] Description</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

PREVIOUS DESCRIPTION IN SPANISH:  
Relacionar al estudiante con una experiencia de trabajo en el medio del cine para que integre los conocimientos, habilidades, destrezas y

NEW DESCRIPTION IN SPANISH:  
Relacionar al estudiante con una experiencia de trabajo en el medio del cine para que integre los
conocimientos, habilidades, destrezas y actitudes adquiridas durante su vida académica. El estudiante estará trabajando con profesionales en el área del cine.

PREVIOUS DESCRIPTION IN ENGLISH: To relate the student with a direct work experience by integrating his/her knowledge, skills and attitudes, acquired during his/her academic life. The student will be working directly with professionals in the area of film.

NEW DESCRIPTION IN ENGLISH: To relate the student with a direct work experience by integrating his/her knowledge, skills and attitudes, acquired during his/her academic life. The student will be working directly with professionals in the area of film.

APPLICATION FOR CHANGES IN REGISTERED COURSES

JUSTIFICATION OF CHANGES: The bibliographic list of the course was updated and the document to the format established in the Certification 112 (2014-2015) of the Governing Board of the UPR. This revision is carried out as part of the works aimed at the reaccreditation of the Undergraduate programs of the School of Communication. The revision made to the description has as a purpose to clarify and focus the framework of practical experience on the communication medium to which course is directed.

DATE OF EFFECTIVENESS OF CHANGES: First Semester 2017-2018

APPROVAL AND CERTIFICATION AT THE LEVEL OF THE UNIT

<table>
<thead>
<tr>
<th>NAME AND SIGNATURE</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean of Academic Affairs:</td>
<td></td>
</tr>
</tbody>
</table>

ACTION OF THE VICE-PRESIDENT IN ACADEMIC MATTERS
The Guide for the Creation, Uniform Coding and Registration of Courses at the University of Puerto Rico clarifies the aspects considered in this application.

2 Changes in registered courses are those that do not require the creation of a new course and are made to update the content and improve the wording in order to clarify or make changes to the curriculum of the course in elements such as: teaching strategies, relative weights in evaluation strategies, updating of the bibliography, among others. The text it must not exceed 1,000 characters.

3 The courses are classified as requirement, elective, service and Continuing Education. Changes to service courses must agree between the faculty that offers the course and the faculty that receives it.

4 Specify the change in the modality in which the course will be offered: face-to-face, distance or hybrid.

5 The location of the course in the curricular sequence refers to the semester, trimester or quarter in which it is authorized to offer the same.
6 Any alteration greater than 25% in the total contact hours, credit, content and learning objectives, change of level and Total change in the modality in which it is offered, requires inactivating the existing course and creating another course.