



A TECHNICAL REPORT
ON
STUDENTS INDUSTRIAL WORK EXPERIENCE SCHEME
(SIWES)

HELD AT
NIGERIAN TELEVISION AUTHORITY (NTA), ILORIN
1977, FATE ROAD, BESIDE KWARA MALL

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DEDICATION

I dedicate this technical report to Almighty God, the giver of knowledge, wisdom and who is rich in mercy.

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I am using this opportunity to express my profound gratitude and deep regards to Almighty God, the creator of heaven and earth, the one who knows the beginning and the end, the alpha and the omega, also to my parents (MR & MRS EMESIH), and to all those who have contributed immensely to the successful completion of my SIWES programme. The blessings, help and guidance given by them, time to time has carry me this far. I also take this opportunity to express a deep sense of gratitude to compliment my mentor for his cordial support, valuable information and guidance which helped me in completing my SIWES through various stages. I am also deeply grateful to the organization for accepting me and also my regard to the school board of trustees and the staff a very big thanks to all and sundry.

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CHAPTER ONE

1.1 INTRODUCTION TO SIWES

Students Industrial Work Experience Scheme (SIWES) is a Skills Training Program designed to prepare and expose Students of Universities, Polytechnics, Colleges of Technology, Colleges of Agriculture and Colleges of Education for the Industrial Work situation they are likely to meet after graduation. The Scheme affords Students the opportunity of familiarizing and exposing themselves handling equipment and machinery that are usually not available in their institutions.

1.2 HISTORY OF SIWES

The Students' Industrial Work Experience Scheme (SIWES) was initiated in 1973 by the Federal Government of Nigeria under the Industrial Training Fund (ITF) to bridge the gap between theory and practice among products of our tertiary Institutions. It was designed to provide practical training that will expose and prepare students of Universities, Polytechnics, and Colleges of Education for work situation they are likely to meet after graduation.

Before the establishment of the scheme, there was a growing concern among the industrialists that graduates of institutions of higher learning lacked adequate practical background studies preparatory for employment in industries. Thus the employers were of the opinion that the theoretical education going on in higher institutions was not responsive to the needs of the employers of labour.

As a result of the increasing number of students' enrolment in higher institutions of learning, the administration of this function of funding the scheme became enormous, hence ITF withdrew from the scheme in 1978 and was taken over by the Federal Government and handed to National Universities commission (NUC), National Board for Technical Education (NBTE) and National

Commission for Colleges of Education (NCCE). In 1984, the Federal Government reverted back to ITF which took over the scheme officially in 1985 with funding provided by the Federal Government.

1.3 OBJECTIVES OF THE PROGRAMME

The specific objectives of SIWES are to:

- Provide placements in industries for students of higher institutions of learning approved by relevant regulatory authorities (NUC, NBTE, NCCE) to acquire work experience and skills relevant to their course of study
- Prepare students for real work situation they will meet after graduation.
- Expose students to work methods and techniques in the handling of equipment and machinery that may not be available in schools.
- Make transition from school to the labour market smooth and enhance students' conduct for later job placement
- Provide students with the opportunity to apply their knowledge in real life work situation thereby bridging the gap between theory and practice
- Strengthen employer involvement in the entire educational process and prepare students for employment in industry
- Promote the desired technological knowhow required for the advancement of the nation.

CHAPTER TWO

DESCRIPTION OF NIGERIAN TELEVISION AUTHORITY (NTA), ILORIN

2.1 HISTORY OF NIGERIAN TELEVISION AUTHORITY (NTA), ILORIN

The **Nigerian Television Authority (NTA) Ilorin** is a regional station of the Nigerian Television Authority, which is the state-run television network in Nigeria. NTA Ilorin, located in Kwara State, was established to cater to the needs of the local population, providing news, entertainment, educational content, and government-related programs for the people of Kwara State and surrounding areas.

The station began operations in **1993**, marking a significant milestone in the history of broadcasting in the region. It was set up as part of the effort by the Nigerian government to decentralize broadcasting and establish regional stations to enhance the reach and availability of national and local programming across the country.

NTA Ilorin was intended to serve as a platform for promoting Nigerian culture, education, and entertainment, while also focusing on issues of local interest, including politics, agriculture, development programs, and the socio-economic challenges of the Kwara State and neighboring regions.

Since its inception, NTA Ilorin has played an important role in delivering news, educational programming, and entertainment to the people of Kwara State. It has also acted as a vital tool for the government in disseminating information about state policies, programs, and projects, helping to keep the local populace informed and engaged.

Today, NTA Ilorin continues to be a significant part of the media landscape in Kwara State, contributing to both national and regional development through its broadcasts.

2.2 VISION STATEMENT

“To be the leading provider of informative, educational, and entertaining content that promotes cultural awareness, fosters social development, and enhances the well-being of the people of Kwara State and beyond, through innovative and quality broadcasting.”

2.3 MISSION STATEMENT

"To deliver high-quality, informative, and engaging television content that reflects the values, culture, and needs of the people of Kwara State and surrounding regions, while promoting social development, fostering community engagement, and supporting government initiatives through innovative and accessible broadcasting."

2.4 OBJECTIVES OF NTA ILORIN

1. **To Provide Quality Broadcasting:** Deliver high-quality television content that informs, educates, and entertains, meeting the diverse needs of viewers in Kwara State and surrounding regions.
2. **To Promote Local Culture and Heritage:** Showcase the rich cultural heritage, traditions, and values of the people of Kwara State, fostering a sense of pride and community identity.
3. **To Support Government Policies and Programs:** Serve as a platform for disseminating government policies, initiatives, and programs to the public, ensuring effective communication between the government and the people.

4. **To Enhance Public Awareness and Education:** Provide educational programs that promote awareness of critical issues, such as health, agriculture, education, and social development, contributing to the socio-economic growth of the region.
5. **To Facilitate Community Engagement and Interaction:** Create opportunities for the local community to engage with content, participate in discussions, and share their voices on matters that impact their lives.
6. **To Foster Innovation in Broadcasting:** Continuously adopt new technologies and innovative approaches to broadcasting, ensuring that NTA Ilorin stays relevant and accessible to all viewers, both locally and internationally.
7. **To Provide a Platform for Local Talent:** Offer opportunities for local artists, journalists, and content creators to showcase their skills and contribute to the growth of the regional media industry.
8. **To Promote National Unity:** Ensure the integration of national programs and content that promote unity, peace, and national development, contributing to Nigeria's collective progress.

These objectives reflect NTA Ilorin's commitment to delivering impactful content, promoting local development, and supporting broader national goals through media.

2.5 VARIOUS DEPARTMENT IN NTA ILORIN AUTHORITY

NTA Ilorin, like other regional stations of the Nigerian Television Authority, is typically structured into various departments that handle different aspects of its operations. These departments work

together to ensure the station runs smoothly and efficiently, delivering high-quality broadcasting content to the audience. Below are the various departments commonly found in NTA Ilorin:

1. **News and Current Affairs Department:** This department is responsible for gathering, producing, and broadcasting news content. It includes news reporters, editors, and anchors who cover local, national, and international news stories, as well as current affairs programs that keep the public informed.
2. **Programs Department:** The Programs Department oversees the planning, development, and scheduling of television content, including entertainment shows, documentaries, educational programs, talk shows, and other broadcast content. It ensures a balanced mix of programming that caters to diverse audience needs.
3. **Production Department:** This department handles the technical and creative aspects of program production. It includes roles such as producers, directors, cameramen, and editors who work together to create high-quality television shows, news segments, and other broadcast content.
4. **Engineering and Technical Department:** The Engineering and Technical Department is responsible for maintaining the technical infrastructure of the station. This includes ensuring the smooth operation of broadcasting equipment, transmitters, satellite systems, and studio facilities. Technicians and engineers in this department are responsible for resolving any technical issues that may arise.
5. **Marketing and Sales Department:** This department handles the promotion of the station's programming and is responsible for generating revenue through advertising and sponsorship deals. It works closely with advertisers, businesses, and sponsors to sell commercial airtime and ensure that the station's content reaches a broad audience.

6. **Public Relations and Corporate Communications:** The PR and Corporate Communications department is tasked with managing the station's public image and communication with external stakeholders. It handles press releases, media relations, events, and any form of communication that promotes NTA Ilorin's image.
7. **Human Resources Department:** The Human Resources (HR) Department is responsible for managing staff recruitment, training, employee relations, and performance management. It ensures the smooth operation of workforce functions and helps in fostering a positive work environment at NTA Ilorin.
8. **Finance and Accounts Department:** This department manages the financial operations of the station, including budgeting, accounting, payroll, and financial reporting. It ensures that the station remains financially viable and that resources are allocated properly for various operations.
9. **Legal Department:** The Legal Department provides legal counsel and handles all legal matters concerning the station, including contracts, intellectual property issues, regulatory compliance, and dispute resolution. This department ensures that NTA Ilorin adheres to broadcasting laws and regulations.
10. **Admin and Support Services:** This department provides administrative and logistical support to the entire station. It is responsible for managing office supplies, facilities, equipment, and ensuring that daily administrative operations run smoothly.
11. **Audience and Viewer Services:** The Audience and Viewer Services department focuses on managing interactions with viewers, responding to feedback, and engaging the community. It handles complaints, suggestions, and conducts audience surveys to ensure that the station is meeting the needs of its viewers.

These departments collaborate closely to ensure that NTA Ilorin operates effectively and delivers high-quality content to its audience, while also ensuring the smooth running of day-to-day operations.

CHAPTER THREE

ACTIVITIES AND RESPONSIBILITIES AT NTA ILORIN

During my internship at NTA Ilorin, I was actively involved in several activities across different departments. These activities helped me gain practical knowledge and skills in various aspects of media production and broadcast journalism.

3.1 NEWS REPORTING AND WRITING

During my internship at NTA ILORIN, one of the most significant activities I participated in was news reporting and writing. As a Mass Communication Student, this was an exciting opportunity for me to apply the theoretical knowledge gained in the classroom to real-world reporting scenarios. My role involved several tasks within the news department, all of which helped me understand the critical aspects of news gathering, writing, and broadcast production.

1. News Coverage and Reporting

One of my primary responsibilities was assisting the news team in covering local events, governmental updates, and breaking news stories. I accompanied reporters to various locations within Kwara State to observe firsthand how news stories were gathered. These events included political meetings, community events, public services, and other noteworthy occurrences. I also observed how reporters conducted interviews, interacted with sources, and gathered information.

Field Reporting: I was actively involved in the field reporting process, which included attending events and collecting relevant details. I observed how reporters managed unexpected developments on the ground, ensuring that the right information was captured in a short amount of time for broadcasting.

Interviewing: I assisted in interviewing local residents, officials, and other key figures during events. This experience helped me understand how to ask relevant questions to get the most accurate information for a news report.

2. Scriptwriting for News Stories

After gathering information from various events and interviews, I was tasked with writing scripts for news stories. I learned how to write news scripts that are clear, concise, and suitable for television broadcast. The process of writing for TV news is different from print journalism, as it requires a conversational tone, attention to timing, and the ability to engage the viewer effectively.

Writing News Bulletins: I wrote scripts for short news segments and bulletins that would be broadcast during different parts of the day. These segments needed to adhere to the station's style guide, ensuring that they were accurate, impartial, and presented in an engaging manner.

Feature Stories: I also worked on writing feature stories that involved more in-depth research and storytelling. These stories were less time-sensitive than daily news bulletins and often required more background research to provide context for the viewers.

3. News Editing and Proofreading

Part of my role in the news department involved proofreading and editing news scripts. This was an essential task, as I had to ensure the accuracy of all the information before it was aired on television. I worked closely with senior reporters and editors, learning how to edit scripts for clarity, grammar, and precision.

Accuracy and Objectivity: I learned the importance of ensuring all facts were double-checked before being presented on air. Additionally, I understood the need for balance and objectivity in news reporting, particularly when covering politically sensitive issues.

4. Adapting Scripts for Television

News scripts for television must be written in a manner that is easy to read and follow during live broadcasts. I gained experience in adapting written scripts to ensure they fit the pacing of the broadcast and were visually compatible with the images and video footage.

Voiceovers and Narration: I also had the opportunity to assist in the voiceover process, where I helped in preparing scripts for news anchors or reporters to narrate over video footage. This task

involved making sure the narration aligned with the visual content and that the tone and language were appropriate for a TV audience.

5. Collaboration with the News Team

Working closely with the rest of the news team allowed me to see how the newsroom functions in a collaborative environment. I participated in editorial meetings where we discussed story ideas, assigned roles, and planned coverage for upcoming news events. This exposure helped me understand the editorial process and how decisions are made regarding which stories are covered.

Meeting Deadlines: I learned the importance of working under pressure and meeting tight deadlines. News stories often had to be written, edited, and broadcast within a short time frame, requiring efficiency and attention to detail.

SKILLS GAINED IN NEWS REPORTING AND WRITING

- **Journalistic Writing:** I learned how to write clear, concise, and engaging news scripts suitable for television. I also understood the importance of structure, ensuring that the most critical information was presented first (inverted pyramid style).
- **Research Skills:** I honed my research skills by gathering information for stories and ensuring that sources were credible and accurate.
- **Time Management:** News writing often involves working under strict deadlines. I developed my ability to manage time effectively, balancing multiple tasks and ensuring that all stories were ready on time for broadcast.
- **Interviewing Techniques:** I improved my interviewing skills by engaging with various sources during fieldwork, learning how to ask insightful and relevant questions to extract useful information.

In summary, my time in news reporting and writing at NTA ILORIN significantly enhanced my journalistic skills, giving me a deeper understanding of the newsroom environment and the processes involved in creating a compelling news report. This experience has provided me with a solid foundation in broadcast journalism, which I will continue to build upon as I progress in my Mass Communication career.

3.2 SCRIPT WRITING

During my internship at NTA Ilorin, one of my major responsibilities involved scriptwriting for various programs. Scriptwriting is a vital component of television production, as it ensures that the narrative is communicated effectively to the audience. This task gave me valuable insight into the creative and technical processes involved in producing scripts for both news segments and entertainment programs. Below is a detailed account of the activities and skills I gained through scriptwriting during my time at NTA Ilorin.

1. News Scriptwriting

In the news department, I was actively involved in writing scripts for news bulletins and segments. News scripts for television require clear, concise, and factual writing, as the goal is to deliver essential information quickly to the audience. This task required me to adhere to the inverted pyramid structure, which prioritizes the most crucial information at the start of the script.

Structure and Format: I learned to structure news scripts to ensure they followed a logical flow, including an introduction, body, and conclusion. Each news segment required careful attention to the timing and length to ensure the script fit within the designated time for the broadcast.

Neutral Tone and Objectivity: I gained a deeper understanding of maintaining a neutral, objective tone in news reporting. This was crucial in delivering unbiased and factual information to the audience, particularly when covering politically sensitive or controversial topics.

Engaging Language: While the script needed to be factual, I also learned how to engage the viewers by using clear and direct language that was easily understandable. I worked on making sure the language used in the scripts remained accessible to a wide range of audiences.

2. Feature and Documentary Scriptwriting

Apart from writing news scripts, I was also involved in writing scripts for feature stories and documentaries. These types of scripts require more in-depth storytelling and narrative structure compared to standard news reports.

Research and Narrative Construction: Feature and documentary scripts require extensive research and a deep understanding of the subject matter. I assisted in gathering information and crafting narratives that provided context and background, enhancing the audience's understanding of the topics covered. The scripts for these segments were longer and often included multiple segments, interviews, and field reports.

Creative Storytelling: Unlike standard news scripts, feature and documentary scripts allowed for more creative writing. I developed skills in crafting compelling narratives by using storytelling techniques such as building tension, providing conflict, and offering resolutions that kept the audience engaged throughout the program.

3. Program Scriptwriting

Apart from news and features, I also participated in writing scripts for other television programs, such as talk shows and interviews. These scripts require a balance between informal and formal tones, ensuring that the content is both engaging and informative.

Dialogue Writing: For talk shows and interviews, I was responsible for writing the dialogue for hosts, guests, and even audience interactions. I ensured that the script had a natural conversational flow, with appropriate cues for guests and hosts. This task required creativity, as I had to ensure that the discussion remained engaging and on-topic while allowing for spontaneity.

Audience Engagement: I also focused on writing scripts that would engage both the studio audience and viewers at home. I learned how to include call-to-action segments and interactive elements to maintain viewer interest.

4. Adapting Scripts for Television Broadcast

One of the unique aspects of television scriptwriting is the need to adapt scripts to fit the visual nature of the medium. I learned how to write scripts that complemented video footage, ensuring that the visual elements enhanced the narrative being presented.

Visual Cues and Transitions: I was trained in adding visual cues within the script (e.g., [CUT TO], [B-ROLL], [PULL OUT]) that would guide the production team in terms of camera angles,

scene transitions, and other visual elements. These cues are crucial for ensuring that the broadcast flows smoothly.

Audio and Timing: I also learned to write scripts with timing in mind. Television scripts must fit into a specific time slot, and I was taught how to pace the script, considering the length of the segment and the accompanying visuals or voiceovers.

5. Editing and Proofreading Scripts

Once the scripts were written, I played an active role in proofreading and editing them to ensure clarity, accuracy, and adherence to the station's style guidelines.

Proofreading for Accuracy: I reviewed scripts for grammatical errors, factual inconsistencies, and overall coherence. This was an essential step to ensure the script was ready for broadcast without any mistakes.

Revisions Based on Feedback: I received valuable feedback from senior scriptwriters and producers, which helped me understand areas for improvement. This process allowed me to revise and enhance my scripts to meet the professional standards required by the station.

Skills Developed in Scriptwriting

Throughout my internship, I developed several key skills in scriptwriting that will be invaluable to my future career in media and broadcasting:

Concise Writing: I learned how to write scripts that are clear, concise, and easily digestible for the audience. In television, brevity is crucial, as viewers expect information to be delivered quickly and effectively.

Creativity in Storytelling: Whether writing news scripts or feature stories, I honed my ability to tell stories creatively and engagingly, ensuring the content captured the audience's attention.

Attention to Detail: Writing scripts for television involves significant attention to detail, both in terms of the language used and the technical aspects like timing, pacing, and visual cues. I developed a keen eye for these details, ensuring that scripts met professional standards.

Adherence to Journalistic Ethics: I gained a deeper understanding of journalistic ethics, particularly in terms of neutrality and objectivity, while writing scripts for both news and feature content.

Collaboration and Feedback: My internship experience allowed me to collaborate closely with producers, editors, and senior scriptwriters, which helped me refine my scriptwriting skills through constructive feedback and revisions.

Scriptwriting is a core skill in broadcast journalism, and my internship at NTA Ilorin provided me with hands-on experience in writing for various types of television content. From news bulletins to feature stories and talk shows, I gained a thorough understanding of the scriptwriting process and how it contributes to the overall production of television content. The experience has significantly enhanced my writing skills and my ability to communicate effectively through television, which will be essential in my future career in mass communication.

3.3 TELEVISION PRODUCTION

Television production is a multifaceted process that involves various stages, including planning, filming, editing, and post-production. During my internship at NTA Ilorin, I was actively involved in several aspects of television production. This experience gave me hands-on exposure to how television programs are created, from the initial planning stages to the final broadcast. Below is a detailed account of the activities and skills I gained in television production during my time at NTA Ilorin.

1. Pre-Production Activities

Pre-production is the planning phase of television production, where all the groundwork is laid out before filming begins. I was involved in various pre-production tasks, including script preparation, scheduling, and logistical arrangements.

- **Script Development and Finalization:** One of my responsibilities was assisting in the final stages of scriptwriting, ensuring the scripts for upcoming programs were ready for production. I worked with the production team to review the script's structure, language, and content, ensuring it met the requirements for the television format.
- **Casting and Talent Coordination:** For certain programs, I assisted the production team in coordinating with on-air talent, such as hosts, guests, and reporters. I learned how talent is selected based on the program's theme and objectives, and how schedules are coordinated for shooting.
- **Set Design and Preparation:** During pre-production, I was involved in the preparation of the studio set for filming. This included ensuring that props, lighting, and cameras were positioned correctly, and that the set reflected the tone and purpose of the program being filmed.

2. Production Activities

The production phase is when the actual filming occurs. I had the opportunity to observe and participate in live broadcasts and recorded television programs. This allowed me to gain an understanding of how the various departments and team members work together to create a seamless television production.

- **Camera Operation:** I worked alongside camera operators to understand how different types of shots are taken, including wide shots, close-ups, and over-the-shoulder shots. I learned about the importance of camera angles, shot composition, and ensuring that the shot was framed correctly to deliver the message effectively to the audience.
- **Studio Operations:** I was actively involved in assisting with studio operations during live programs. This included setting up the studio for broadcasts, ensuring that the cameras, microphones, and lighting were correctly positioned, and that the studio space was free of distractions. I also helped manage the technical aspects during live broadcasts, such as monitoring audio levels and ensuring the smooth flow of the program.
- **Live Broadcast Management:** One of the most exciting aspects of my internship was working during live broadcasts. I observed how producers, directors, and technicians work together in the control room to ensure that everything runs smoothly. This included switching between different camera feeds, managing live audio, and responding to any unexpected challenges during the broadcast.

- **Directing and Producing:** I had the opportunity to assist producers and directors in managing the direction of the program. I observed how directors provide guidance on camera shots, lighting adjustments, and timing. I learned how critical it is to communicate clearly with the entire team to keep the production on schedule.

3. Post-Production Activities

Post-production is where the final version of the television program is created, including editing the footage, adding sound, and ensuring that the program is polished before it is broadcast. I was involved in several aspects of post-production, helping with editing, audio mixing, and final review.

- **Video Editing:** I assisted in editing footage using software such as Adobe Premiere Pro and Final Cut Pro. This involved cutting out unnecessary sections, enhancing the visual quality, and ensuring that the program flowed smoothly. I learned how to create a coherent narrative through editing, ensuring that the pacing and timing were aligned with the program's objective.
- **Sound and Audio Mixing:** Another essential part of the post-production process was working with audio. I assisted in ensuring that the sound quality of the program was clear and well-balanced. This included adjusting levels, adding background music or sound effects, and syncing the audio with the video.
- **Graphics and Visual Effects:** I also had the opportunity to observe how graphics and visual effects were integrated into the final production. This included adding lower-thirds (text on the screen), transitions, and other visual elements that enhanced the program's quality. I learned the importance of adding visual elements that complement the story and do not distract from the main content.
- **Final Review and Approval:** Before the program was broadcasted, I was involved in the final review process. This included watching the program from start to finish to ensure there were no errors in the footage, sound, or visuals. I learned how important it is to double-check all aspects of the program before it airs, as even small mistakes can have a big impact on the final product.

4. Technical Aspects of Television Production

Television production is highly technical, and I was able to gain hands-on experience in operating some of the equipment used in the production process. This included:

- **Camera Operation:** I learned how to operate studio cameras, understanding the technical aspects of focus, zoom, and framing. I also learned how to adjust the camera's exposure to ensure that the image quality was optimal, particularly under different lighting conditions.
- **Sound Management:** During my time in the production department, I worked with the sound team to understand how sound is captured, mixed, and balanced. I learned how to use microphones, adjust sound levels, and ensure that the audio was clear and crisp during the broadcast.
- **Lighting Techniques:** Lighting is a critical aspect of television production, and I was able to observe and assist with lighting setups in the studio. I learned how different lighting techniques can create various moods and effects, depending on the type of program being filmed.

5. Skills Acquired in Television Production

Through my experience in television production at NTA Ilorin, I developed several key skills that will be essential in my future career in mass communication:

- **Technical Proficiency:** I gained hands-on experience with the equipment used in television production, including cameras, microphones, editing software, and lighting setups. This technical knowledge is crucial for any media professional working in television.
- **Team Collaboration:** Television production is a team effort, and I learned the importance of communication and collaboration. Whether it was working with camera operators, producers, or directors, I gained experience in working as part of a team to achieve a common goal.
- **Creativity and Problem-Solving:** The production process often requires quick thinking and creative problem-solving. Whether it was adjusting to unexpected changes during a live broadcast or finding creative solutions to technical challenges, I developed the ability to think on my feet and adapt to different situations.
- **Attention to Detail:** The production process requires a keen eye for detail, as small issues can impact the quality of the final product. I learned how to pay close attention to all aspects of production, from the technical settings to the content, to ensure a polished final product.

Television production at NTA Ilorin provided me with invaluable hands-on experience in every aspect of creating television content. From pre-production to post-production, I was able to work

alongside professionals in a fast-paced environment, learning the technical and creative processes involved in making a successful television program. This experience has significantly improved my understanding of television production, and I now feel more confident in my ability to contribute to the creation of high-quality media content in the future.

3.4 STUDIO MANAGEMENT

Studio management is a crucial aspect of television production that involves overseeing the operations, organization, and technical aspects of the studio to ensure a smooth and efficient production process. During my internship at NTA Ilorin, I was exposed to various aspects of studio management, gaining hands-on experience in how studios are prepared, maintained, and managed for television production. Below is a detailed account of my activities and the skills I gained in studio management during my time at NTA Ilorin.

1. Studio Setup and Preparation

One of the primary responsibilities in studio management is preparing the studio environment before any production begins. I was involved in several tasks aimed at setting up the studio for different types of programs, ensuring that all technical and logistical aspects were in place for a smooth broadcast.

- **Set Design and Layout:** I assisted in the arrangement and design of the studio set, which is crucial for creating the right ambiance and ensuring that the set aligns with the program's theme and objectives. This included ensuring that props, furniture, and visual elements were positioned appropriately to complement the broadcast.
- **Lighting Setup:** Studio lighting plays a pivotal role in achieving the desired visual quality of the production. I observed how different lighting setups were used to create specific effects, ensuring that the presenters, guests, and set were well-lit for filming. I also learned how to adjust lighting intensity and angles to ensure the best visual outcome, depending on the type of program being filmed.
- **Camera Positioning and Setup:** I helped with positioning the cameras for optimal coverage, ensuring that the angles were appropriate for different shots. The camera setup

also required checking the angles and distances for close-ups, wide shots, and other camera techniques, which would contribute to the program's visual appeal.

- **Sound Equipment Setup:** I was involved in the setup and testing of microphones and other audio equipment. Ensuring proper sound setup is critical to prevent audio issues during the broadcast. I learned the process of checking for sound clarity, microphone positioning, and balancing audio levels to avoid distortion.

2. Studio Operation During Live Broadcasts

During my internship, I had the opportunity to be part of the team managing live broadcasts in the studio. Live broadcasts require careful coordination and monitoring to ensure that everything runs smoothly in real time. I gained valuable experience in assisting the studio team during live events and programs.

- **Monitoring the Technical Equipment:** Throughout live broadcasts, I was responsible for ensuring that all technical equipment, such as cameras, microphones, and monitors, was functioning properly. This included identifying potential technical issues and communicating with the technical team to resolve them quickly.
- **Assisting with Camera Operation:** I assisted in coordinating the camera crew during live broadcasts. This involved ensuring that the cameras were operating according to the director's cues and capturing the necessary shots to match the script or planned shots for the program. I also learned how to communicate with the camera operators to ensure seamless transitions between shots.
- **Managing Floor Direction:** In addition to working with the technical team, I assisted the floor director in coordinating the activities on the studio floor. This involved making sure that presenters, guests, and crew members were ready and in position at the appropriate times during the broadcast. I also learned how to handle any unforeseen changes or issues that arose during the live broadcast.

3. Handling Studio Equipment and Maintenance

Maintaining the equipment in a studio is critical to ensuring the quality and longevity of the studio's operations. I had the opportunity to work with the technical team in ensuring that the equipment was properly maintained and stored.

- **Routine Equipment Checks:** I learned the importance of performing routine checks on studio equipment, such as cameras, lights, microphones, and monitors, to ensure that everything was functioning correctly before and after production. This included identifying minor faults and making sure they were addressed promptly to avoid disruptions during the filming process.
- **Equipment Calibration:** I participated in calibrating and testing studio equipment. For example, adjusting camera settings for color balance, focus, and aperture to ensure the shots were clear and accurate. Similarly, I observed how sound levels were adjusted to ensure that there was no distortion or interference.
- **Maintaining the Studio Environment:** Ensuring that the studio environment is clean and organized was part of my duties. This included keeping the space free from distractions, ensuring that cables and wires were organized to prevent tripping hazards, and making sure that the studio was prepared for the next production.

4. Coordination and Communication in the Studio

Effective communication is essential in studio management. Throughout my internship, I was involved in ensuring smooth coordination between the various departments involved in the production process. I observed how the production team, technical team, and on-air talent communicated to deliver a high-quality production.

- **Team Coordination:** I learned how to maintain effective communication between the director, producers, and technical crew. Studio management involves constant interaction with various team members to ensure that everyone is aware of their roles and responsibilities. This helps to maintain a smooth workflow during productions.

- **Communication with On-Air Talent:** I also learned how to communicate with the on-air talent, including hosts, reporters, and guests. This communication ensures that everyone knows when to enter, when to speak, and when to cue for the next segment of the show.
- **Time Management:** One of the essential skills I learned during live broadcasts and studio management was time management. I observed how the production team kept track of time during live shows to ensure they adhered to the allotted broadcast time. This included managing any overruns and ensuring that the program finished at the scheduled time.

5. Skills Gained in Studio Management

Throughout my internship, I developed several key skills in studio management, which are crucial for anyone pursuing a career in television production.

- **Technical Knowledge:** I gained valuable technical knowledge about operating and maintaining studio equipment. Understanding how cameras, sound systems, and lighting work together is essential for ensuring high-quality production in the studio.
- **Attention to Detail:** Studio management requires a keen eye for detail. From positioning equipment to ensuring that all technical aspects are functioning correctly, I learned the importance of small details in ensuring a smooth and successful broadcast.
- **Problem-Solving:** In live broadcasts, unexpected issues can arise. I developed problem-solving skills to quickly identify and resolve technical or operational challenges during studio productions.
- **Teamwork and Communication:** I learned the importance of effective teamwork and communication within the studio. Working alongside producers, technical staff, and on-air talent taught me how to collaborate efficiently and ensure a successful production process.

Studio management is a critical component of television production that ensures the smooth functioning of all studio operations. During my internship at NTA Ilorin, I gained valuable hands-on experience in setting up the studio, managing equipment, assisting during live broadcasts, and ensuring effective communication among the production team. These skills have provided me with a strong foundation in studio management, which will be vital in my future career in mass communication and television production.

CHAPTER FOUR

While my time at NTA Ilorin was incredibly rewarding, I encountered a few challenges that required me to think critically and adapt to the dynamic nature of the media industry.

4.1 TECHNICAL DIFFICULTIES

During my SIWES at NTA Ilorin, one of the significant challenges I encountered was technical difficulties related to equipment malfunctions. There were instances when cameras would malfunction or experience connectivity issues, which disrupted the smooth flow of live broadcasts. This was particularly evident during outdoor broadcasts and live segments, where the equipment had to be quickly adjusted or replaced to avoid delays. In some cases, audio equipment, such as microphones and sound mixers, failed to deliver clear sound, which affected the overall production quality. These technical setbacks often required quick thinking and collaboration with the technical team to resolve the issues promptly, highlighting the importance of troubleshooting skills in live television production.

Another challenge was dealing with the studio's lighting system, which occasionally experienced calibration issues. In some productions, the lighting setup was not consistent, leading to poor image quality or uneven lighting on the set, which compromised the visual presentation of the program. These technical difficulties required constant monitoring and adjustment, and on a few occasions, the team had to pause production temporarily to fix the lighting issues. These challenges taught me the importance of anticipating potential problems, being proactive in equipment maintenance, and working efficiently under pressure to ensure that technical issues did not disrupt the broadcast.

4.2 TIME MANAGEMENT

During my SIWES at NTA Ilorin, time management emerged as one of the critical challenges I encountered, especially in the fast-paced environment of television production. In the studio, every second counts, and coordinating live broadcasts, editing, and rehearsals required strict adherence to timelines. For instance, during live broadcasts, ensuring that the program adhered to the allotted time without going over was crucial. Often, last-minute changes or unexpected delays occurred, requiring rapid adjustments to the script or production schedule. Learning to prioritize tasks and stay on top of the schedule became essential to keeping everything running smoothly. This experience helped me understand how vital it is to maintain a disciplined approach to time and to have contingency plans in place for unforeseen challenges.

Managing time during the pre-production and post-production phases was equally challenging. During pre-production, I often had to balance several tasks, including script writing, set preparation, and coordinating with the crew, while ensuring that everything was ready before the shoot. In post-production, deadlines for editing, sound mixing, and graphics creation required me to work efficiently without compromising the quality of the final product. The importance of teamwork and clear communication became apparent, as coordinating with other departments ensured that all tasks were completed within the time frame. These experiences honed my time management skills, teaching me how to juggle multiple tasks, adhere to strict deadlines, and maintain focus on producing high-quality work under time constraints.

4.3 FIELD REPORTING CHALLENGES

During my SIWES at NTA Ilorin, field reporting presented several challenges that tested my ability to adapt and work under pressure. One of the main challenges I faced was dealing with unpredictable weather conditions during outdoor reports. On several occasions, I was assigned to cover stories in the field, where unexpected rain, extreme heat, or high winds impacted both the equipment and my ability to gather interviews or conduct live reports. The weather sometimes interfered with the planned shots, and we had to quickly adapt, finding alternative locations or adjusting the equipment to ensure the quality of the broadcast was maintained. These experiences taught me the importance of flexibility and problem-solving when working in the field.

Another challenge in field reporting was dealing with limited access to sources or locations. There were instances where I had to cover events or news stories, but access to key individuals, government officials, or specific locations was restricted. This often meant having to work with minimal information or finding alternative sources quickly, which required effective communication and strong investigative skills. Additionally, technical issues, such as poor network connectivity during live broadcasts or difficulty with signal reception, hindered the smooth execution of the report. Despite these challenges, I learned the importance of preparation, patience, and resourcefulness in field reporting, as well as the need for quick thinking to ensure the story was accurately and effectively communicated to the audience.

CHAPTER FIVE

CONCLUSION AND RECOMMENDATION

5.1 CONCLUSION

My SIWES experience at NTA Ilorin has been an invaluable learning journey, providing me with hands-on exposure to the practical aspects of television production, journalism, and media operations. Throughout my time at NTA Ilorin, I had the opportunity to actively participate in various tasks such as news reporting, script writing, studio management, and field reporting. I gained a deeper understanding of the dynamics of media production, the importance of effective communication, and the technical skills required to produce high-quality content for television.

Despite the challenges I faced, such as technical difficulties, time management, and field reporting obstacles, I was able to adapt and learn from these experiences. These challenges enhanced my problem-solving abilities and taught me how to work efficiently under pressure while maintaining a high standard of work. This internship has solidified my passion for mass communication and television production, and it has equipped me with the skills and knowledge that will be essential for my future career in the media industry. I am grateful for the opportunity to work with the dedicated team at NTA Ilorin and look forward to applying the lessons learned in my academic and professional endeavors.

5.2 RECOMMENDATION

Based on my experience during the SIWES program at NTA Ilorin, I would like to offer the following recommendations to further enhance the internship program for future students and improve the overall operational efficiency at the station:

1. **Regular Maintenance of Equipment:** One of the challenges encountered during my internship was the technical difficulties caused by malfunctioning equipment. To mitigate this, I recommend establishing a routine maintenance schedule for all production equipment, including cameras, lighting systems, sound equipment, and editing software. Regular checks and timely repairs can prevent sudden technical failures, ensuring that production processes are not delayed, especially during live broadcasts.
2. **Improved Time Management Training:** Given the fast-paced nature of television production, effective time management is crucial. I recommend that future interns receive more structured training in time management practices tailored to media production environments. This could include workshops on prioritizing tasks, managing deadlines, and maintaining a tight schedule during both pre-production and live broadcasts. Additionally, interns could benefit from learning how to handle unexpected delays or last-minute changes without compromising the quality of the work.
3. **Enhanced Field Reporting Preparation:** Field reporting presents a unique challenges, such as weather conditions and access to sources. To better prepare interns for these challenges, I recommend that NTA Ilorin conduct pre-field reporting briefings, where interns are given detailed guidance on dealing with unforeseen circumstances in the field. This could include instructions on handling difficult weather conditions, alternative interviewing techniques, and troubleshooting technical issues like poor signal reception during live reports.

4. **More Hands-On Experience with Editing and Post-Production:** While I gained significant exposure to the pre-production and live broadcasting phases, I recommend that future interns be given more hands-on experience in editing and post-production. Familiarity with editing software such as Adobe Premiere Pro or Final Cut Pro, as well as the process of adding sound effects, music, and graphics, would help interns gain a well-rounded understanding of the production process and improve their technical skills.
5. **Strengthening Inter-Departmental Collaboration:** Television production relies heavily on effective communication and collaboration between departments such as the technical crew, production team, reporters, and on-air talent. I recommend fostering stronger inter-departmental collaboration through regular meetings or briefings that allow all teams to stay updated on the day's schedule, production needs, and potential challenges. Encouraging teamwork and communication across departments will ensure smoother operations and prevent miscommunications during live broadcasts or pre-recorded programs.
6. **More Exposure to Various Media Roles:** While my time at NTA Ilorin gave me significant insight into television production, I recommend that future interns be exposed to a wider variety of media roles within the organization. This could include opportunities to shadow different departments such as marketing, public relations, research, or even administrative roles. Exposure to a broader range of activities will help interns better understand the overall workings of a media organization and identify the area in which they may wish to specialize in the future.

7. **Focus on Problem-Solving and Crisis Management:** During my internship, I experienced various challenges, including technical issues and field reporting difficulties. To better prepare interns for such challenges, I recommend incorporating more problem-solving and crisis management training into the internship program. This could include mock scenarios where interns are required to solve real-time production issues, helping them develop the quick thinking and adaptability required in media production.
8. **Internship Feedback and Evaluation:** Finally, I recommend that NTA Ilorin establish a more structured feedback and evaluation system for interns. Regular check-ins with supervisors, as well as a formal feedback process at the end of the internship, will help interns understand their strengths and areas for improvement. This will not only help students develop professionally but also provide NTA Ilorin with valuable insights on how to improve the internship program for future participants.

I believe these recommendations will enhance the overall SIWES experience at NTA Ilorin, helping future interns gain a more comprehensive and smooth learning experience. Furthermore, addressing these areas will contribute to the station's efficiency and the development of future media professionals.