



# **TECHNICAL REPORT**

**ON**

**STUDENT INDUSTRIAL WORK EXPERIENCE SCHEME(SIWES)**

**UNDERTAKEN AT**

**TELEVISION HOUSE ILORIN KWARA STATE  
APATA YAKUBA 2 SHARE OJAIBA ROAD, ILORIN  
BY**

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## **DEDICATION**

This siwes report is dedicated to almighty God for his mercy and guidance during my siwe to my lovely parent for their financial support, prayer and encouragement; I pray they reap fruit of their labor

## **ACKNOWLEDGEMENT**

I give thanks to almighty God for his grace over my life and making the work reality. And also for sparing my life to undertake and complete my student industrial work experience scheme (SIWES)

My gratitude goes to my parent for their financial and moral support for the foundation of life and with the help and support of my brothers and sister who are always there for me in term of financial needs may almighty God allow me to pay them back in multiple (Amin).

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## **CHAPTER ONE**

### **INTRODUCTION**

Student Industrial Work Experience Scheme (SIWES) is the skills training program which form part of the approved minimum academic standard in the various degree program for all tertiary institution in Nigeria. It is the gap between practical aspect and theory of either technological related subject or other professional educational programs in Nigeria. It is the training programme which forms part of the academic standard in the various degree for all Nigeria Tertiary Institutions.

#### **SOME OF AIMS OF SIWES ARE:**

1. To provide an avenue for students in institution of higher learning to acquire industrial skills and experience in their approved courses of study
2. To Prepare students for the industrial work situation which they are likely to meet after graduation
3. To Expose students to work methods and techniques in handling equipment and machinery not available in their institution

#### **1.2 BRIEF HISTORY OF SIWES**

Student industrial work experience scheme (SIWES) was established by Industrial Training Fund (ITF) in 1973/1974 to solve the problem of lack of

adequate practical skills preparatory for employment in industries by Nigerian graduate of tertiary institution.

The SIWES was founded to help be a skilled train and to expose and prepare students of polytechnics, universities, and tertiary institution for the industrial work situation to be met after graduation. This scheme series as a smooth transitions form their classroom to the world of work and further help in the application of knowledge. The scheme provide students with the opportunity of area acquainting and expressing themselves to the experience.

### **1.3 IMPORTANCE AND OBJECTIVE OF SIWES**

- ❖ To provide an avenue for students in institution of higher learning to acquire industrial skills and experience in their approved courses of study.
- ❖ Prepare students for the industrial work situation which they are likely to meet after graduation.
- ❖ Expose students to work methods and techniques in handling equipment and machinery not available in their institution.
- ❖ Provide students which they are likely to meet after graduation

Expose students to work methods and techniques in handling equipment and machinery not available in their various institutions.

This is also important in media organization they manage office supplies stock and place order also prepare regular report on expenses and office budget and also organize a filing system for important for important and confidential company document.

## **DEPARTMENT PRIMARY ASSIGNMENT CENTRE**

- Reportorial
- Editorial
- Current affairs

A. Reportorial: is also called correspondent and broadcast news analysis and inform the public about news and even happening internationally and locally. They report news for newspapers, magazine, website, television, and radio state.

B. Editorial: editing is more important to avoid the primary objective of editing is to make a news story for broadcast as such. A popular online journalist "every writer need an editor so an editor need to check and make some correction and still cross check again.

C. Current affairs: it is a gone of broadcast journal on where the emphasis is on detailed analysis and discussion of news stories that have recently occurred on ongoing at the time of broadcast. The purpose of radio current affairs programme is to inform the public and about issue and event.

## **CHAPTER TWO**

### **2.1 BRIEF HISTORY OF KWARA STATE TELEVISION ILORIN KWARA STAE**

Kwara State Television (KWTv) in Ilorin, Nigeria, was established to serve as the state's primary broadcaster and promote the development of local content and culture. KWTv began operations in 1994, aimed at providing educational, informative, and entertainment programming for the people of Kwara State and the surrounding regions. The station plays a crucial role in disseminating information on government policies, local events, and cultural activities, contributing to the development of the state.

KWTv operates under the ownership of the Kwara State Government and serves as a tool for advancing the state's social, cultural, and economic development. Over the years, KWTv has evolved with the growing demands of modern broadcasting, offering various programs in English, Yoruba, and other local languages. It has also expanded its reach to include satellite transmission, allowing its programs to be accessed beyond the state.

KWTv remains an important part of Kwara's media landscape, fostering local talent, promoting state events, and providing a platform for education and awareness across diverse segments of the community.

Kwara State Television (KWTv) in Ilorin operates under a structured administration and organizational setup designed to ensure smooth and efficient broadcasting operations. The station functions as a government-owned entity and is managed in alignment with the policies of the Kwara State Government. Here's an overview of its administration and operational structure:

### **2.2 Administration and operation structure**

#### **Governing Board**

KWTv is overseen by a **Governing Board**, which is appointed by the Kwara State Government. The board is responsible for setting the general policies, strategic direction, and ensuring the overall welfare and development of the station. It typically consists of experienced individuals from various sectors, including media, governance, business, and culture.



## 2. Management

The **management** team of KWTW is responsible for the day-to-day operations of the station. The key roles within the management include:

- **General Manager/Managing Director:** The head of the station's management team, responsible for overseeing all operational activities, budget allocation, and day-to-day decisions. The General Manager is typically the chief executive officer of the station and reports directly to the Governing Board.
- **Deputy General Manager:** Assists the General Manager in managing the station and may take charge in their absence.

## 3. Departments and Units

KWTW is divided into several departments, each handling specific functions necessary for its operations. Some of the key departments include:

- **News and Current Affairs Department:** Responsible for gathering, producing, and broadcasting news programs and current affairs content. This department ensures the timely dissemination of local, national, and international news to the public.
- **Program and Production Department:** In charge of creating and airing various television programs, including entertainment shows, documentaries, talk shows, and educational content. This department also works on the production of special events and campaigns.
- **Technical Department:** This unit oversees the technical aspects of broadcasting, including transmission, equipment maintenance, and ensuring that the station operates at optimum technical standards. It handles everything from satellite uplinks to studio equipment.
- **Marketing and Sales Department:** Focuses on the station's revenue generation through advertising and sponsorships. This department works to attract advertisers, create advertising packages, and manage commercial partnerships.
- **Human Resources Department:** Handles staff recruitment, training, welfare, and the overall human resource management of the station.
- **Finance Department:** Responsible for budgeting, financial planning, and the proper allocation of resources to ensure the financial sustainability of the station.

- **Legal and Compliance Department:** Ensures that the station adheres to all legal and regulatory requirements. It handles contracts, copyrights, and other legal matters.

#### **4. Staff and Workforce**

KWTV employs a variety of professionals, including journalists, technical staff (engineers, cameramen, editors), producers, administrative staff, marketing personnel, and other operational staff. Many of these staff members are trained in journalism, media production, engineering, and management, ensuring that the station operates efficiently.

#### **5. Operation and Programming**

KWTV's programming includes a mix of news, education, entertainment, and cultural content. The station broadcasts a wide range of programs aimed at serving different segments of society. The operation of the station is structured around various broadcast schedules for each department, with a focus on high-quality content creation.

#### **6. Regulatory Oversight**

As a government-owned media outlet, KWTV must comply with broadcasting regulations from Nigeria's **National Broadcasting Commission (NBC)**. The station operates under NBC guidelines and adheres to the policies set by the Nigerian government regarding media content, especially regarding broadcasting licenses, content regulation, and national security concerns.

#### **7. Funding**

Kwara State Television is primarily funded by the Kwara State Government, although it also generates income through advertising and other commercial activities. The management works to ensure that the station remains financially sustainable through proper financial oversight and revenue-generation strategies.

In summary, the administration and operational structure of KWTV in Ilorin is built to ensure efficient delivery of high-quality broadcasting services to the people of Kwara State. With a governance framework in place and

operational departments working in unison, KWTv has remained a vital institution for local media, serving as a voice for the state and its people.

## **VISION**

“To become the international radio broadcasting station of first choice for anyone interested in Nigeria and Africa”.

## **MISSION**

“Reflecting Nigerian and African perspective in our broadcast, winning and sustaining the attention, respect and goodwill of listeners worldwide particularly Nigerians and Africans in and making Nigeria’s voice to be heard more positively in the shaping of our world”.

### **2.2.1 ADMINISTRATIVE AND OPERATIONAL STRUCTURE**

News & current affairs department

Engineering department

Administrative department

Marketing department

Programme department

### **2.3.1 THE VARIOUS DEPARTMENT IN TNT FM**

❖ **PROGRAMMING DEPARTMENT:** it organizes the radio program for broadcast. It is the main body of a radio station.

❖ **ENGINEERING DEPARTMENT:** it is the department that take care of any technical instrument. It deal with electronic gadgets of the radio station such as, generator, microphone, computer, transmitter. e.t.c.

❖ **NEWS AND CURRENT AFFAIRS:** this is responsible for information management news production and reporting to inform and educate the public.

Other supportive departments include

❖ **ADMINISTRATIVE DEPARTMENT:** the department in charge of the proper conduct of the station.

❖ **FINANCIAL DEPARTMENT:** ensure prudent management of available resources

**THE AUDIT:** moderate financial regulation based on the principle of transparency and accountability.

Administrative department.

## **CHAPTER THREE**

### **TECHNICAL EXPERIENCE**

**WEEK 1:** I keep learning from mr kamalideen taught us progress in television news programs chart program, music.

Today I am fairly know ledger about news slide

I increased my know ledge mr kamalideen taught us the terminology used in television station like, cute fade m cud fade out. Mr olatunji, the cameral explain some tools for us an studio room tools is studio room I lean how to read news.

### **FOUR TYPES OF NEWS**

- ❖ Midday News
- ❖ World News
- ❖ Newday News
- ❖ National News

How to template with the computer, we also, have two studio in radio station

- Live Studio
- Production Studio

An interactive season between the student and the management TNT FM based on the rules' and regulation guiding the organization. Various student

were group into these two department, news and current affairs department and programme department

## **MICROSOFT WORD**

Microsoft Word is a word processor developed by Microsoft. It was first released on October 25, 1983, under the name Multi-Tool Word for Xenix systems. Microsoft Word is a word processing program that allows for the creation of both simple and complex documents. With Office 365, you are able to download the application to your hard drive and will also have access to the online version.

Used to make professional-quality documents, letters, reports, etc., MS Word is a word processor developed by Microsoft. It has advanced features which allow you to format and edit your files and documents in the best possible way.

**WEEK 2:** As a communication you must know how to handle the system very well of means join all graphic National News is derived from the word nation. It means the news within one community while international news is without one community or country.

Technical method of sourcing information for news writing and reporting including practical guidelines casting the lead in news writing and reporting with individual practical.

News is information that is published in newspapers and broadcast on radio and television about recent events in the country or world or in a particular area of activity. News is information about current events. This may be provided through many different media: word of mouth, printing, postal systems, broadcasting, electronic communication, or through the testimony of observers and witnesses to events. News is sometimes called "hard news" to differentiate it from soft media.

### **BEST WAYS TO CONSUME NEWS:**

- Reading the newspapers
- The mobile applications
- Social media network
- Make best use of the Google Reader
- Tweet, tweet and read
- Instapaper's are the another best ways to store the news
- Youtube— the simplest to view and know
- Reddit is one of the best social news site

**WEEK 3:** the first paragraph consist of who and what. The second paragraph consist of when, when you must not used big words in a news. On Monday-yesterday, Tuesday-today and on Wednesday tomorrow.

Group trial and individual attempts on news writing and reporting with general discussion opinionated expressive and exchange of idea one news alignment

Transmitting is to send or convey from one person or place to another: forward: to cause or allow to spread: such as

To convey by or as if by inheritance or heredity : hand down. Communication is the process of receiving and transmitting of messages and ideas.

A transmitter is an electronic device used in telecommunications to produce radio waves in order to transmit or send data with the aid of an antenna. The transmitter is able to generate a radio frequency alternating current that is then applied to the antenna, which, in turn, radiates this as radio waves.

**WEEK 4:** I was taught how to edit news and also how to source for midday news. General discussion with practical demonstration on "actuality" and demonstration on news commentary.

**WEEK 5:** Guideline lines you must follow while casting news you avoid big grammars, you should be time cautious, you must be able to write catchy headline. News in room are the Chief Editor, Editor, Sub-Editor and News Caster.



Principle of news alignment of news editing with practical demonstration based on what will discussed always guarantee 'truth', but getting the facts right is the cardinal principle of journalism. We should always strive for accuracy, give all the relevant facts we have and ensure that they have been checked. When we cannot corroborate information we should say so

**WEEK 6:** When editing news is not most time not at all time you can use words in quote. If it is not mention in the above paragraph you have to rewrite it. An opportunity to enter the studio was created there in the studio we have the console mixer the' microphone computer the air conditional and explanation was then technical knowhow on how those equipment are been used and their usefulness.

**WEEK 7:** I was taught hoe to rewrite prints news to broadcast news. We did template and also edited some news. Group rehearsal for the production of magazine programme and final perfection and arrangement for the magazine programme.

**WEEK 8:** I was instructed to edit and source for world news which I got from CNN and BBC after which I was told to write a news report about a program on air. Appraisal and evaluation and individual performance was carried out on a recording session of a special bulletin program called "THE DAYLIGHT"

**WEEK 9:** Seun channel is a good interviewer. To be a good interviewee you must be brave and critical thinking on how to ask question. Given an assignment to write news on "HOW TO WRITE A NEWS" then a correction was done by our supervisor, also learn how to write a headline from a news lead.

**WEEK 10:** I learnt about their daily activities general administration sales program production news advising and engineering and also about the equipment like studio mixing board microphone headphone cameral broadcast media services

**WEEK 11:** I was taught on how to make use of the base question of who what when where why how and a lot more I was taught about the base question on news story writing for broadcast station. I was introduced to the news and correct affairs department and some of the unit in the department.

**WEEK 12:** introduction on how to produce a program some condition in working in the camera shorts I learnt on the task and work of all the operator in the master control room(MCK) how to make use of studio class basic ground I learnt kwara TV is a broadcast media

**WEEK 13:** introduction to graphics function of graphics introduction to programming types of programming introduction to programming function of programming format introduction camera and function of camera studio

**WEEK 14:** I was taught about the assifictid of beat on the (KWTV) I was taught about the basic question on news story writing for broadcast station I was taught on how together news story at outside radio.

**WEEK 15:**I leant about the difference between vision mixer and audio mixed and camera control unit (C.C.U) introduction on how we can fill programme with a filler. The uses of microphone and the type of microphone sued in the student

**WEEK 16:** I leant on how to make use of camera key in the (M.C.R) master control introduction on how we can fill programme with a filler. The uses of microphone and the type of microphone sued in the student. Introduction on how to mixed different sound effects tot ether.

## **CHAPTER FOUR**

### **4.1 RECOMMENDATION**

Going through some experience gained during the programme I will recommend that there is need for improved on some of the activities both in the media organization where served and the school

- The time duration for the programme should be extended more than three months.
- Media organization should create more practical knowledge for the student for them to acquire more knowledge from their versatile staff.

### **4.2 CONCLUSION**

SIWES was established to provide opportunities for students to involve in the industrial training. I gained a wide range of experience from the various assignments undertaken such as news and reporting, news alignment, news commentary and editing process. All the experience gained help to fulfill the objective of siwes.