



Master Control Policies

Texas Student Television provides a television master control station for its volunteers. Before using master control, you ensure that you have fully read our terms of agreement and will take full responsibility for what you do in master control.

A. Master Control must be returned to its clean “default” state after every use.

- 1) Do not leave scripts in the Master Control. Master Control is not to be used for storage.
- 2) If you leave Master Control a mess or not in good condition, the Studio Supervisor, Operations Director, or Station Manager will fine you.

B. Existing equipment must be respected.

- 1) Any damage done to items will result in a fine.
- 2) If the fine is not paid, a financial bar will be placed on your record and your TV show will be suspended.
- 3) If you are found abusing Master Control, you will be fined and suspended from the station.

C. You must sign up for a time to use Master Control.

- 1) Please consult the Studio Supervisor, Operations Director, or Station Manager about setting up time for production.
- 2) The master control can be reserved for live or taped shows.

D. All producers and their crew must be Studio Certified before production of their television show can begin.

- 1) All crew working in the Studio or Master Control during a live show must be certified through our studio course.
- 2) If the crew is not certified, the responsibility of all equipment will be placed on the Producer of the show.
- 3) Fines will be issued to the producer of the show.

If you find any equipment that is broken, please report it to the Studio Supervisor, Operations Director, or Station Manager. By doing this, we can figure out who is responsible for the damage so you are not held liable for it.