

Audio Production & Performance

MCM 171 (3 credit Hours)

Meets: Time: 12:00 – 12:50 MWF
Place: CB-319

Course Instructor: Mr. James Jones
Office: DRB - 118
Phone: 294 -1342
Office hours posted on door & Black Board

Text: Audio in Media Eighth Edition Stanley R. Alten Thompson/Wadsworth
Adobe Audition 1.5 for windows Addison-Wesley Peachpit

Required Materials 2 – cassette tapes & 6 – CD-R's or CD-RW's

Course Description:

This course will survey the mechanics of audio production and the operation of studio equipment. The course will include hours of lab experience.

Course Objectives:

Students will study and practice the use of microphone techniques, music, sound effects and performance and be introduced to digital audio production using appropriate audio software. Lecture and laboratory projects will be designed to acquaint students with audio production requirements and responsibilities. Students will receive practical hands-on experience with attention to mixing, recording and editing. Lab experience will include on-air shifts, news, commercial production and long form audio recordings.

Course Assessment: Students will be assessed on knowledge of the material covered as demonstrated by class projects and test results.

<u>Grading System:</u>	3 - Tests @ 100 pts. each =	300pts.
	Quizzes (unannounced)	
	2 - Projects @ 25 pts. each =	50pts
	2 – Projects @ 50 pts. Each =	100
	17 – Crossword Puzzles	
	@10pts. each	170 pts.
	1 – Comprehensive Final =	200pts.
	1 - Final project	<u>200pts.</u>
	Total points	1020 pts.
	A = 90% to 100% -	918 – 1020 pts.
	B = 80% to 89% -	816 – 917 pts.
	C = 70% to 79% -	714 – 815 pts.
	D = 65% to 69% -	663 – 713 pts.
	F = 64% and below	662

Quizzes will be unannounced and no make-up will be allowed.

Black Board

All grades will be posted on Black Board

Information on this document is subject to change. Changes will be announced in class, or Black Board. Black Board information supersedes this document.

Class calendar & announcements

The course calendar will be updated weekly on Blackboard. Students will be expected to check Blackboard for calendar updates and announcements.

Assignments:

Assignments are due at the beginning of class on the day assigned. If you fail to produce or turn-in an assignment you will receive a zero. Late assignment (assignments received after collection in class or by end of due day (5:00 pm)) will result in a 50% reduction of grade. No assignment will be accepted after the due date.

All assignments must be typed or printed. No handwritten assignments will be accepted.

Personal Electronic Devices:

We live in a communication society and keeping in touch is very important. However, turn off (not silent) all personal electronic devices before entering classes. Remove all communication devices from service (including Bluetooth ear piece). Calls can be returned at the conclusion of class. If you feel you must answer a call during class, take your personal belongings and leave call for the day. You will be counted absent. Failure to comply with this policy will result in your dismissal from class. This is a zero tolerance requirement.

Equipment Use Policy

It is the policy of our department that you agree to pay for the repair or replacement of equipment checked out to you, it is broken or lost. Failure to abide will result in a no grade for the course. You must use our specific equipment.

Guest Speakers:

Occasionally guest speakers will appear on campus discussing topics of interest to this class. You are encouraged to attend those lectures. In some cases extra credit will be awarded to those who write a paper on the topic discussed. You will be informed by the instructor of any extra credit opportunities.

Classroom lectures, guest speakers, classroom material (films & videotapes) and additional reading assignments, are considered part of the course content. All course content is eligible to be included on any examination.

Attendance

- Students are expected to be in attendance for a minimum of 90% (40 out of 44 (MWF)) of class.
- Students are expected to be on time and prepared for each class session. Roll is taken at the beginning of each class. Any student arriving after roll will be considered tardy. Two tardies equal one absence.

The Attendance policy shall be in accordance with the policies and procedures of the department and university. Arriving late to class and leaving early shall be counted as an absence. I will not argue time variances in the clock. If class is missed due to an excused absence you are expected to see the instructor immediately upon return to school regarding missed work. Missing class for any reason other than an excused absence on any day that work

is required, or an exam is given, will result in the immediate and non-negotiable loss of that grade. If an excused absence results in the missing of work or exam, it is the student's responsibility to make an appointment so a make up exam may be given or alternate due date assigned. Assignments due when absent are expected to be given to the instructor before the class period to be missed unless prior arrangements are made with the instructor.

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Americans with Disabilities Act

Students with disabilities covered by the Americans with disability Act should go to the Counseling Center and Service for Students with Disabilities (SSD) in a timely manner to obtain the documentation required. Students are responsible for initiating the process of documenting the need for an accommodation under the ADA act.

Religious Observance

University policy allows for students to observe religious holy days without penalty. If you intend to miss class as a result of the observance of a religious holy days or as a result of the necessary traveling time required for religious observance, such an absence will not be penalized so long as you have notified the instructor in writing of the dates and times of class sessions that are missed. The deadline for notification is the 12 class day. Students Absent from class as a result of religious observance are required to submit any due assignments immediately on their return to the classroom. Makeup tests and quizzes will also be provided on return to the class. 1.01 Section 51.925 of the Texas Education Code requires that an institution of higher education shall allow a student who is absent from class for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence. The student, not later than the 15th calendar day after the first day of the semester, or the 7th calendar day after the first day of a summer session, must notify the instructor of each scheduled class that he/she would be absent for a religious holy day.

Q-Drops

A Q-drop is a drop made after the last date for tuition refunds (12th class day for fall/spring; 4th class day for summer) but before the date for which a drop would result in the grade of "F" as published in the Academic Calendar.

Students will be allowed no more than five Q-drops during their academic career at Sam Houston State University. Classes that are dropped prior to the Q-drop date will not count toward the limit. Students who have used their limit of five Q-drops will need to petition their respective dean to drop a class. If the dean refused to grant permission to drop a class, a student will be required to remain in the class.