MUAE 3100 – DAW FUNDAMENTALS

Fall 2026

Meeting Time: Monday, Wednesday, Friday, 12:20pm-1:10pm
Location: Music Building, Room 287 (and other locations as needed)
Credit Hours: 3

Instructor: Ally Hocking Howe
Email: ALLY.HOWE@UNT.EDU
Office Hours: Tuesdays 10:30am-12:30pm MU2012

COURSE DESCRIPTION

This course focuses on beginning through intermediate skill development in MIDI sequencing, recording, editing, mixing, and audio mastering using **Logic Pro** and **Ableton Live**. Students will develop professional workflows applicable across genres while starting a portfolio of original work.

COURSE LEARNING OUTCOMES

Students will:

- Familiarise themselves with basic notions of music production and apply them for the creation of original music
- Learn digital audio editing and mixing techniques and apply them for various recording and mixing projects
- Devise and record custom samples based on their own creative ideas
- Create a variety of rhythmic patterns (also known as, beats) for sampled drums and other percussive sounds
- Aurally identify recording, post-production, mixing techniques and electronic music techniques
- Create their own sounds from scratch by exploring concepts of sound synthesis and sample manipulation
- Develop an aesthetic judgment to choose from and apply several music production, recording and mixing techniques learned
- Collaborate with other musicians in open-ended assignments toward the composition of original music
- Articulate constructive criticism on the work of their classmates and receive feedback from others on their own work.

ONEDRIVE

This class will have a OneDrive folder. Each student will create their own subfolder where all their work should be uploaded. An organized OneDrive folder is essential for a successful completion of the course. More details will be given by the instructor.

Communication and Submissions

All assignment submissions must have at least these two elements:

- An .mp3 file posted on the corresponding Canvas discussion
- All files pertaining to that project in the corresponding OneDrive subfolder.

Materials

- We will use school computers, or personal laptops with headphones, with the necessary software that are provided by the College of Music - feel free to bring you own
- For work outside of class time, use the COMPUTER LAB

The Soundbox

UNT's Soundbox is an incredible resource within the UNT Music Library that is designed to provide access to technology and resources to facilitate music and audio production. You can do a whole array of things from borrowing an interface, laptop, microphone, or sampling a synth. When in doubt, look to the Soundbox for help! All the workers there will be happy to assist you.

Course Format

This course is **Canvas-driven**. Canvas will serve as the central hub for:

- Assignment instructions and submissions
- Uploading Ableton projects (after zipping entire session)
- Quizzes and reflections
- Announcements and course communications

Students are responsible for checking Canvas announcements regularly.

Classroom Policies

- Computers, phones, and electronic devices may only be used for class-related activities during class time.
- Instruction begins promptly at **12:20pm**. Please be seated and ready to begin on time.
- Do not log into workstations unless instructed, and headphones off until instructed.
- Phones must be silenced and put away during instruction. Most classes will include a short break.

- Active engagement is encouraged. Students are welcome to ask questions, interrupt for clarification, or respectfully challenge ideas presented.
- No food is permitted in the classroom. Drinks must remain on the floor (liquids below expensive tech).
- At the end of each class, students are responsible for returning workstations to their original state and restarting computers.

GRADING

In this course, your grade will be based on the amount of work you complete and the extent to which you participate in creating learning opportunities for our whole community. In short, if you would like the highest grade possible in this course, come to class every day having done the assigned work, participate actively, and turn in all assignments completed and on time.

ASSIGNMENTS

- 3 Assignments, broken-up into 9 assignment submissions
- Asynchronous learning tasks
- Class Posts

EVALUATION

Assignments 20

Assignments are graded for completeness, technical ability (using techniques described in lecture) and creativity

Asynchronous learning 20

May include music listening, learning modules or preparation for a class meeting. Assessed for completeness and critical thinking. Lowest three grades will be dropped before averaging. Asynchronous items become unavailable after their deadline.

Class posts 20

Posts or activities assigned (and often completed) during class time, assessed for exploratory spirit and technical execution. Lowest three grades will be dropped before averaging. Class posts become unavailable at midnight of the day they are assigned.

Attendance, participation & professionalism 40

Always come to class, be active & make questions. We will be going to the Computer Lab Recording Studio a few times during the semester. A strong sense for organization and respect for the equipment is a must in any recording studio. Working collaboratively to keep the space alive but organized is a sign of professionalism.

ATTENDANCE EXPECTATIONS - CLASSROOM

Attendance will be taken within the first 5 minutes of class starting. Due to the hands-on and cumulative nature of this course, **regular attendance is essential**. This course cannot be successfully completed through last-minute or catch-up work.

Absences related to caring for your physical or mental health are always excused, provided the instructor is notified. If a health concern, documented disability, or family emergency results in more than **four missed class sessions**, students should contact **Prof Howe** to discuss possible amendments to their grading contract.

Your final grade is largely determined through attendance:

- For a C, come to at least 70% of classes (no more than 12 absences)
- For a B, come to at least 80% of classes (no more than 8 absences)
- For an A, come to at least 90% of classes (no more than 4 absences), and complete all assignments

You are expected to keep track of your own attendance, but if you need an update, please email me at **ALLY.HOWE@UNT.EDU** and I will get back to you as soon as possible.

ATTENDANCE EXPECTATIONS – COMMERCIAL MUSIC MAJORS ONLY

Overview:

To foster a professional culture, students are required to attend area events and maintain up-to-date academic plans. Completion of these responsibilities accounts for **one full letter grade** across all MUCO and MUAE coursework.

Mandatory attendance events:

Attendance is tracked via a **QR Code**. Students are responsible for monitoring the Commercial Music Microsoft Teams channel for the most current schedule updates, as **mandatory attendance events might be updated.**

Show	**Date**	**Week**	**Time**	**Venue**
Commerical Music Showcase	Tue, Sep 15	5	9p	Syndicate
zebras.unt	Tue, Oct 20	10	9p	Syndicate
Commerical Music Showcase	Mon, Oct 26	11	8p	Lab West
zebras.unt	Tue, Nov 17	14	8p	Lab West

CM Departmental		bi-weekly	12.45-1.35p	MEIT (MU1001)

Commercial music TA:

For attendance grade updates and general questions, reach out to our Commercial Music TA: **Jacob Slomko** (Jacob.Slomko@unt.edu)

Academic Planning

Following an announcement by CM faculty/TA, students must update their academic plans every semester. Instructions and deadlines will be provided once available via Teams and during Departmental meetings.

Excused Absences

Standard UNT excused absence policies (e.g., medical emergency with documentation, official university travel) apply. All documentation must be submitted to the **Commercial Music TA Jacob Slomko** within 24 hours of absence.

PREFERRED NAMES AND PRONOUNS

This course affirms all gender identities and expressions. Students are welcome to share their preferred name and pronouns with the instructor in person or via email at any time. Corrections are always welcome.

RETURN OF STUDENT WORK

Feedback on assignments will be provided in a timely manner throughout the semester. Final projects will receive written feedback in accordance with university policy.

DEFIBRILLATORS IN THE COLLEGE OF MUSIC

- Music Building: Across from the west side of the Music Commons, directly across from the elevator
- Music Building: Third floor hallway, across from the staircase that comes up from the Copy Room. Next to Room 322
- Music Building: Across from the Copy Room next to Room 293
- Music Building: Voertman Lobby by the big double set of doors that lead out to the courtyard
- Music Building: Main Office (247) under the student worker's desk
- Music Annex: Next to room MA117, near the triple set of doors on the east side of the building
- Music Practice Building North: First floor on the Avenue C side
- Music Practice Building South: First floor on the Avenue C side
- Bain Hall: First floor by the restrooms
- Murchison Performing Arts Center: Located off the main lobby, beyond the grand staircase, across from the single occupancy restroom (next to the public water fountains)

ACADEMIC INTEGRITY

Students caught cheating or plagiarizing will receive a "0" for that particular assignment or exam [or specify alternative sanction, such as course failure]. Additionally, the incident will be reported to the Dean of Students (Office of Academic Integrity), who may impose further penalty. According to the UNT catalog, the term “cheating" includes, but is not limited to: a. use of any unauthorized assistance in taking quizzes, tests, or examinations; b. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; c. the acquisition, without permission, of tests or other academic material belonging to a faculty or staff member of the university; d. dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor(s); or e. any other act designed to give a student an unfair advantage. The term “plagiarism” includes, but is not limited to: a. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment; and b. the knowing or negligent unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

See: **ACADEMIC INTEGRITY**

LINK: **HTTPS://POLICY.UNT.EDU/POLICY/06-003**

STUDENT BEHAVIOR

Student behavior that interferes with an instructor’s ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classrooms, labs, discussion groups, field trips, etc.

See: **STUDENT CODE OF CONDUCT**

Link: **HTTPS://DEANOFSTUDENTS.UNT.EDU/CONDUCT**

ACCESS TO INFORMATION – EAGLE CONNECT

Your access point for business and academic services at UNT occurs at **MY.UNT.EDU**. All official communication from the university will be delivered to your Eagle Connect account. For more information, please visit the website that explains Eagle Connect.

See: **EAGLE CONNECT**

LINK: **EAGLECONNECT.UNT.EDU/**

ODA STATEMENT

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter. You can now request your Letters of Accommodation ONLINE and ODA will mail your Letters of Accommodation to your instructors. You may wish to begin a private discussion with your professors regarding your specific needs in a course. Note that students must obtain a new letter of accommodation for every semester. For additional information see the Office of Disability Access.

See: **ODA**

LINK: **DISABILITY.UNT.EDU**. (Phone: (940) 565-4323)

Health and Safety Information

Students can access information about health and safety at: **HTTPS://MUSIC.UNT.EDU/STUDENT-HEALTH-AND-WELLNESS**

Registration Information for Students

See: **FALL ACADEMIC CALENDAR INFORMATION**

Link: **HTTPS://REGISTRAR.UNT.EDU/REGISTRATION/FALL-ACADEMIC-CALENDAR.HTML**

Semester Calendar, Fall 2026

See: **FALL SEMESTER CALENDAR**

Link: **HTTPS://REGISTRAR.UNT.EDU/REGISTRATION/FALL-ACADEMIC-CALENDAR.HTML**

Financial Aid and Satisfactory Academic Progress

Undergraduates

A student must maintain Satisfactory Academic Progress (SAP) to continue to receive financial aid. Students must maintain a minimum 2.0 cumulative GPA in addition to successfully completing a required number of credit hours based on total hours registered. Students cannot exceed attempted credit hours above 150% of their required degree plan. If a student does not maintain the required standards, the student may lose their financial aid eligibility.

Students holding music scholarships must maintain a minimum 2.5 overall cumulative GPA and 3.0 cumulative GPA in music courses.

If at any point you consider dropping this or any other course, please be advised that the decision to do so may have the potential to affect your current and future financial aid eligibility. It is recommended that you to schedule a meeting with an academic advisor in your college or visit the Student Financial Aid and Scholarships office to discuss dropping a course before doing so.

See: **FINANCIAL AID**

LINK: **HTTP://FINANCIALAID.UNT.EDU/SAP**

Graduates

A student must maintain Satisfactory Academic Progress (SAP) to continue to receive financial aid. Students must maintain a minimum 3.0 cumulative GPA in addition to successfully completing a required number of credit hours based on total registered hours per term. Music scholarships require a 3.5 cumulative GPA. Students cannot exceed maximum timeframes established based on the published length of the graduate program. If a student does not maintain the required standards, the student may lose their financial aid eligibility.

If at any point you consider dropping this or any other course, please be advised that the decision to do so may have the potential to affect your current and future financial aid eligibility. It is recommended you schedule a meeting with an academic advisor in your college, an advisor in UNT-International or visit the Student Financial Aid and Scholarships office to discuss dropping a course.

See: **FINANCIAL AID**

LINK: **HTTP://FINANCIALAID.UNT.EDU/SAP**

COUNSELING AND TESTING

UNT's Center for Counseling and Testing has an available counselor for students in need. Please visit the Center's website for further information:

See: **COUNSELING AND TESTING**

Link: **HTTP://STUDENTAFFAIRS.UNT.EDU/COUNSELING-AND-TESTING-SERVICES**.

For more information on mental health resources, please visit:

See: **MENTAL HEALTH RESOURCES**

Link: **HTTPS://DISPARITIES.UNT.EDU/MENTAL-HEALTH-RESOURCES**

ADD/DROP POLICY

Please be reminded that dropping classes or failing to complete and pass registered hours may make you ineligible for financial aid. In addition, if you drop below half-time enrollment you may be required to begin paying back your student loans. See Academic Calendar (listed above) for additional add/drop Information.

Drop Information: **HTTPS://REGISTRAR.UNT.EDU/REGISTRATION/FALL-ACADEMIC-CALENDAR.HTML**

STUDENT RESOURCES

The University of North Texas has many resources available to students. For a complete list, go to:

See: **STUDENT RESOURCES**

Link: **HTTPS://SUCCESS.UNT.EDU/AA-SA-RESOURCES**

CARE TEAM

The Care Team is a collaborative interdisciplinary committee of university officials that meets regularly to provide a response to student, staff, and faculty whose behavior could be harmful to themselves or others.

See: **CARE TEAM**

Link: **HTTPS://STUDENTAFFAIRS.UNT.EDU/CARE-TEAM**

Additional Resources for Faculty

USE OF ARTIFICIAL INTELLIGENCE (including sample statement for syllabi)

See: **FACULTY GUIDE FOR THE USE OF AI**

Link: **HTTPS://GUIDES.LIBRARY.UNT.EDU/ARTIFICIAL-INTELLIGENCE/AIFACULTY**

RETENTION OF STUDENT RECORDS

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. You have a right to view your individual record; however, information about your records will not be divulged to other individuals

without the proper written consent. You are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the university's policy in accordance with those mandates.

See: **FERPA**

Link: **HTTP://FERPA.UNT.EDU/**