



University of North Texas
College of Arts and Sciences
Department of Media Arts
MRTS 3210
Audio Production

Welcome to MRTS Audio Production- I hope that you will enjoy learning about how to capture, edit and utilize audio effectively, and prepare yourself for life after college!

Instructor Contact

Brenda Jaskulske

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Office hours Tuesdays 9a-11am and 11am-12noon (virtual) and by appointment

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Course Description

This course provides students with a survey of audio production concepts and techniques using audio laboratory studio and location sound equipment. Areas covered include basic digital audio recording and editing, digital delivery techniques, audio equipment, radio programming and production, and audio for digital cinema.

Pre-requisites

MRTS or CBCM Major Status, MRTS 2210 and a 2.75 GPA

Course Objectives

By the end of this course, students will be able to:

- (CO1) Identify the theory, terms, practices and concepts of audio production
- (CO2) Demonstrate appropriate use of location recording equipment
- (CO3) Demonstrate appropriate use of studio recording and editing equipment
- (CO4) Produce quality audio
- (CO5) Identify important legal and ethical issues of audio production
- (CO6) Identify appropriate behavior and presentations of audio professionals

Required Materials

Sauls, Samuel J. et. Al. *Audio Production Worktext*. Boston: Focal Press, 8th Edition. 2016.

Also, you will need headphones and although not required, an external hard drive is suggested.

Technical Skill Requirements

This requires basic computer knowledge such as downloading and uploading files, and using Canvas.

Course Requirements**Reading assignments**

You will be expected to read, listen and view all assigned work.

Exams

You will take two exams. Test materials include readings, handouts, class discussions and lab demonstrations. You will be timed and must take the exam before the deadline. Should you have a bona fide medical or family *emergency* and cannot take the exam, you must present a verified absence from the UNT Dean of Students to schedule an alternate test. Regularly scheduled appointments do not qualify for an excused absence.

Audio Projects

Projects will be produced outside of class and will be judged on their individual merits. However, a project must meet stated production format standards or it will not be accepted.

Proficiency Exam

You will demonstrate proficiency in location sound recording (including mic techniques, booming, cable management and use of location recorders), as well as recording and editing utilizing a digital audio workstation.

Quizzes

Quizzes will be administered in class, lab, and online. If you are late for class and a quiz is in progress or has already been given, your grade will be a zero. There are no provisions for make-up quizzes. Unless the quiz is online, you must be present in class to take a quiz. Online quizzes must be completed before the given deadline. During an online quiz, if you have a technical issue with the UNT System that you attempted to resolve utilizing the help desk, provide your instructor with documentation to re-take the quiz. Technical issues with your personal computer are not excused.

<i>Assignment</i>	<i>Points Possible</i>	<i>Percentage of Final Grade</i>
<i>Exam I</i>	<i>15 points</i>	<i>15%</i>
<i>Exam II</i>	<i>15 points</i>	<i>15%</i>
<i>Project 1</i>	<i>10 points</i>	<i>10%</i>
<i>Project 2</i>	<i>20 points</i>	<i>20%</i>
<i>Project 3</i>	<i>20 points</i>	<i>20%</i>
<i>Proficiency Exam</i>	<i>10 points</i>	<i>10%</i>
<i>Quizzes</i>	<i>10 points</i>	<i>10%</i>
<i>Total Points Possible</i>	<i>100 points</i>	<i>100%</i>

Grading

A= 100-90 B= 89-80 C= 79-70 D= 69-65 F= 64 or below

Due to the nature of the course, late work will not be accepted unless the instructor has been contacted prior to the due date with a bonified excuse, such as illness requiring doctor's visit. All excuses must be verified through the UNT Dean of Students. Computer issues with UNT hardware or the system must be verified through the IT helpdesk. Note: mechanical issues with your personal computer are not excused.

Attendance Requirement- Here's the GREAT News! Bonus Points!

Your attendance is expected for each and every class period and lab meetings. Attendance will be rewarded and/or penalized as outlined below

Absences	Extra Points	Point Deduction
0	2	
1	1	
2	0	0
3		1
4		2
and so on...	and so on...	

(*points are added to or deducted from your final grade total)

Course Expectations

As the instructor in this course, I am responsible for

- *providing course materials that will assist and enhance your achievement of the stated course goals, guidance,*
- *providing timely and helpful feedback within the stated guidelines,*
- *assisting in maintaining a positive learning environment for everyone.*

As a student in this course, you are responsible for

- *reading, listening, viewing, and completing all requirements of the course in a timely manner,*
- *participating in class demonstrations and discussions*
- *working to remain attentive and engaged in the course and interact with your fellow students,*
- *assisting in maintaining a positive learning environment for everyone.*

Policies**Eagle Connect**

Through the use of email, UNT is able to provide students with relevant and timely information, designed to facilitate student success. In particular, important information concerning registration, financial aid, payment of bills, and graduation may be sent to students through email. Check your email frequently.

Your access point for business and academic services at UNT occurs within the my.unt.edu site www.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 and how to forward your email: <http://eagleconnect.unt.edu>

Acceptable Student Behavior

Student behavior that interferes with an instructor's ability to conduct a class or other student's 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 classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at www.deanofstudents.unt.edu

Sexual Discrimination, Harassment, & Assault

UNT is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. If you (or someone you know) has experienced or experiences any of these acts of aggression, please know that you are not alone.

The federal Title IX law makes it clear that violence and harassment based on sex and gender are Civil Rights offenses.

UNT has staff members trained to support you in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more. UNT's Dean of Students website offers a range of on-campus and off-campus resources to help support survivors, depending on their unique needs; http://deanofstudents.unt.edu/resources_0 Renee LeClaire McNamara is UNT's Student Advocate and she can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students' office at 940.565.2648

ADA Policy

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time, however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student.

For additional information see the Office of Disability Accommodation website at <http://www.unt.edu/oda>. You may also contact them by phone at [940.565.4323](tel:940.565.4323).

Student Perceptions of Teaching (SPOT)

Student feedback is important and an essential part of participation of this course. The Student Perceptions of Teaching (SPOT) is a requirement for all organized classes at UNT. This short survey will be made available at the end of the semester to provide you with an opportunity to evaluate how this course is taught.

Personal Mobile Device Use

The Department of Media Arts prohibits the use of personal mobile devices during class, unless otherwise allowed by the individual Instructor. If no exceptions are contained in a course syllabus, then the department policy remains in effect until changed by the Instructor.

Personal mobile devices are defined as anything and everything from cell phones to smart phones to personal handheld computers.

All devices should be turned off before entering the classroom or laboratory area.

Any student using a personal mobile device during class will have a 5% deduction from their overall course grade for EACH occurrence. An audio or visual recording without permission is prohibited.

Policy on Student Attendance and Religious Holidays

If you plan to miss class due to observance of a religious holiday, notify me in writing by the next class day.

Academic Integrity

You are expected to create your own work. Plagiarism will not be tolerated.

<http://facultysuccess.unt.edu/academic-integrity>

Retention of Student Records

Student records pertaining to this course are maintained by the instructor of record. All records such as exams and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Coursework via the Canvas on-line system, including grading information and comments, is also stored in a safe electronic environment.

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 FERPA (Family Educational Rights and Privacy Act) laws and the university's policy in accordance with those mandates at the following link:

<http://essc.unt.edu/registrar/ferpa.html>

Emergency Notification and Procedures

UNT uses a system called Eagle Alert to quickly notify you with critical information in the event of an emergency (i.e. severe weather, campus closings and health and public safety emergencies like chemical spills, fires, or violence).

The system sends voice messages (and text messages upon permission) to the phones of all active faculty, staff, and students. Please make certain to update your phone numbers at www.my.unt.edu Some helpful emergency preparedness actions include:

- 1 Know the evacuation routes and severe weather shelter areas in the buildings where your classes are held
- 2 Determine how you will contact family and friends if phones are temporarily unavailable
- 3 Identify where you will go if you need to evacuate the Denton area suddenly. In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

Projects

On-Air Combo

Record yourself performing as a radio DJ.

Podcast

Produce one original podcast utilizing voice, music and sound effects.

Film Soundscape Creation

Produce a stereo soundscape for a provided scene utilizing music, Foley and specially created sound effects. Utilize noise reduction software to clean up sound.

Note: More details are provided in class and on Canvas. Late projects will not be accepted.

MRTS 3210 Audio Production Spring 2020
Thursday 9:30 - 11:20am Course Schedule

Day	Module	Weekly Lab Activity
January 16	Go over syllabus (ONLINE) Class roll	Intro Lab
January 23	Ch. 1 Production Planning Introduce Proj. 1 (CO1) Ch. 2 Studio Environment (CO1) Ch. 5 Audio Console	Demo Project 1, Demo Console & Audition
January 30	Radio Programming Lecture (CO1)Ch. 10 Location Sound Recording (CO1, CO2, CO3, CO4)	Demo Location Micing Review Project 1 Introduce Location Sound Gear
February 6	(CO1)Ch. 10 Location Sound Recording (cont.) (CO1, CO2, CO3, CO4)	Location Sound Gear Practice
February 13	Ch. 4 Microphone Ch. 3 Digital Audio Ch. 6 Digital Audio	Pre-On-Air Combo submission Intro Podcasting
February 20	Players/Recorders (CO1, CO2, CO3)	Demo Podcasting Introduce Project 3
February 27	Ch. 7 Speakers/Headphones	Proj. 1 On-Air Combo Due Questions about podcast
March 5	Exam I (online) Legal Aspects of Audio (CO5)	Review Proj 2 & 3
March 9-13th	SPRING BREAK	NO CLASS!!!

March 19	Ethics (CO5)	Proj. 2 & 3
March 26	Ch. 11 Sound for Visual Media (The Soundtrack) (CO1, CO3, CO4)	Proj. 2 Pre-Podcast Due
April 2	Ch. 11 Sound for Visual Media (The Soundtrack-cont.) (CO1, CO3, CO4) Ch. 9 Production Situations (CO1,CO3)	Review podcast Proj. 2 Podcast Due Project 3 Review Sign Up for Proficiency Exams
November 14	(CO1) Ch. 8 Signal Processing (CO1, CO4))	Proficiency Exams
April 9	TBA	Project 3 Pre-Soundscape Due Proficiency Exams
April 16	Ch. 12 Internet & Gaming (online)	Proficiency Exams
April 23	Professional Development (CO6)	
April 30	TBA	Project 3 Due
Thursday, May 7 (Finals Week)	Exam II	8am-12noon

The instructor reserves the right to change the schedule with prior student notification.