



University of North Texas
College of Liberal Arts and Sciences
Department of Media Arts
MRTS 4413
Podcasting

Welcome to MRTS 4413 Podcasting- I hope that you will enjoy learning about how to capture, edit and create podcasts that will engage listeners, with a focus on narrative podcasts.

Instructor Contact

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RTFP 229

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

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Course Description

This course provides students with a survey of podcasting concepts and techniques using studio audio and location sound equipment. Areas covered include types of podcasts, storytelling, recording and editing, digital delivery techniques, audio equipment, and digital distribution.

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 history, categories, terms, practices and concepts of podcasting
- (CO2) Demonstrate appropriate use of audio recording and editing equipment
- (CO3) Discuss elements within a podcast
- (CO4) Identify and produce quality podcasts
- (CO5) Identify podcast distribution and measurement methods

Required Materials

Circumaural headphones, at least one SD card, and although not required, an external hard drive.

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.

Discussion Leadership

You will lead the course discussion over the podcast(s) assigned for the week. You should come to class each week prepared to discuss and ask questions about the podcasts you heard. Discussion leaders will be selected at random.

Podcast Projects

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

<i>Assignment</i>	<i>Points Possible</i>	<i>Percentage of Final Grade</i>
<i>Discussion Leadership</i>	<i>10 points</i>	<i>10%</i>
<i>Discussion Participation</i>	<i>10 points</i>	<i>10%</i>
<i>Assignments/ Quizzes</i>	<i>15 points</i>	<i>15%</i>
<i>Profile Podcast</i>	<i>25 points</i>	<i>25%</i>
<i>Final Podcast</i>	<i>30 points</i>	<i>30%</i>
<i>Peer Reviews (2 @ 5 points each)</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, or computer issues with the UNT System. Note: mechanical issues with your personal computer are not excused. All excuses must be documented.

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	0	
2		1
3		2
4		3

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.

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

<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 Blackboard for contingency plans for covering course materials.

Projects

Podcast 1

Short-form biographical podcast.

Podcast 2

Long-form podcast.

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

MRTS 4413 Podcasting Fall 2020
Tuesday 2pm - 4:50pm Course Schedule

Day	Module	Activity
Jan 14	Roster	Equipment Distribution Equipment Demo (CO2)
Jan 21	Podcasting History & Practice (CO1) Pitching a Show (CO1)	Podcast Discussion (CO3)
Jan 28	Podcast Genres (CO1)	Podcast Discussion (CO3) Audition Demo (CO2) Profile Podcast Pitch
Feb 4	Story Telling (CO4) Interviewing (CO4)	Podcast Discussion (CO3)
Feb 11	Writing for Podcasts (CO4)	Podcast Discussion
Feb 18	Sound Design. (CO4)	Podcast Discussion
Feb 25		Podcast Discussion (CO3) Podcast Pitch Due (CO4)
Mar 3	PodcastingTopics (CO4)	Podcast Discussion (CO3) Profile Project Rough Cut (CO4)
March 9-13	Spring Break	No CLASS
Mar 17	PodcastingTopics (CO4)	Podcast Discussion (CO3)
Mar 24	Distribution (CO5)	Podcast Discussion (CO3)
Mar 31	Podcast Analytics and Your Audience (CO5)	Podcast Discussion (CO3) Profile Project Due (CO2)

Apr 7	Monetizing the Podcast (CO5) Legal Aspects (CO1)	Podcast Rough Cut (CO4)
Apr 14	TBA	
Apr 21	Podcast Review	(Student cohorts)
Apr 28	Listen to Student Podcasts	Podcast Fine Cut (CO4)
Dec 3	Listen to Student Podcasts	Podcast Final Due (CO4)
May 5 1:30-3:30	Listen to Student Podcasts	

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