TPA 4930 Survey of Audio Production

Spring 2019   3 Credit Hours   Revised 20190103

Basic Information

Instructor

Jing Zhao - 352 273 0578 - jzhao@arts.ufl.edu

Time and Place:

Mon/Wed 8:30 AM - 10:25 AM   Rm 217

Office Location and Hours

McCarty 302 - Tuesdays 2:00 PM to 4:00 PM - by appointment only

Website

elearning.ufl.edu

Course Description

This course introduces the students to the operations in different aspects of audio production. Students will learn to use a digital audio workstation (Digital Performer 9) through lectures, exercises and projects.

Prerequisite Knowledge and Skills

This course assumes no prior knowledge in audio production. However, a keen interest in audio production is necessary.

Course Goals and/or Objectives

- Understanding of audio production practices and techniques.
- Development of vocabulary and knowledge at a comfortable level for engagement on a production.
- Acquiring skills and techniques with Digital Performer 9 (DP9).
- Producing a piece of work of excellent quality which can be included in the student' online portfolio.

Textbooks, Software and Instructional Materials

- Modern Recording Techniques 8th Edition by David Miles Huber and Robert Runstein.
- Digital Performer 9 User Guide (Free Download at http://cdn-data.motu.com/manuals/software/Digital%20Performer%20User%20Guide.pdf)

Course Fees

Material and supply fees are assessed for certain courses to offset the cost of materials or supply items consumed in the course of instruction. A list of approved courses and fees is published in the Schedule of Courses each semester. (UF-3.0374 Regulations of the University of Florida).

Material and supply and equipment use fee information is available from the academic departments or from the schedule of courses (Florida Statutes 1009.24). The course fee for this class is $136.88.

Course Schedules

Date	Topic	Assigned	Due/Quizzes
1/7	Introduction to Course and DP9		
1/9	Digital Audio Fundamentals		
1/14	DP9 Basics and Template	Exercise 1 – DP Template	Quiz 1 – Digital Audio
1/16	Work Day – Exercise 1		
1/21	NO CLASS HOLIDAY		Exercise 1 – DP Template
1/23	Editing and Bouncing	Project 1 – Audio Editing	
1/28	Work Day – Project 1		
1/30	Project 1 Playback		Project 1 – Audio Editing
2/4	Mixing: Channel Strip & Routing		
2/6	Mixing: Automations	Project 2 – Sound Story	Quiz 2 – Channel Strip
2/11	Work Day – Project 2		
2/13	Project 2 Presentation		Project 2 – Sound Story
2/18	Video, ADR, Takes & Comping	Project 3 – Audio for Video	
2/20	Work Day – Project 3 Dialog		Quiz 3 – DP 9
2/25	ADR (McCarty 302)		
2/27	ADR (McCarty 302)		
3/4	NO CLASS SPRING BREAK		
3/6	NO CLASS SPRING BREAK		
3/11	ADR (McCarty 302)		
3/13	ADR (McCarty 302)		
3/18	ADR (McCarty 302)		
3/20	NO CLASS USITT		
3/25	ADR (McCarty 302)		
3/27	Work Day – Project 3 Dialog		
4/1	Work Day – Project 3 Dialog		
4/3	Foley and SFX		Project 3 Dialog
4/8	Work Day – Project 3 SFX		
4/10	Work Day – Project 3 SFX		
4/15	Music and Mixing		Project 3 SFX
4/17	Work Day – Project 3 Music		
4/22	Work Day – Project 3 Mixing		Project 3 Music
4/24	Final Project Playback		Project 3 Final Mix

Evaluation of Grades

The lighting and sound part of this course are each worth 40 out of 100 of your final grade. The Lab component (see course requirements) is worth 20 points toward your final grade. You are required to work a total of 45 Lab hours in the semester. A score of incomplete or 0 points in the LAB requirement results in an incomplete or failure for the entire class regardless of lighting and sound course work. Refer to the Lab syllabus for details.

Assignment or Course Component	Points

3 Quizzes (5 points each)	15
1 Exercise	5
Project 1	10
Project 2	10
Project 3 - Dialog	10
Project 3 – SFX	10
Project 3 - Music	10
Project 3 – Final Mix	30
Total	**100**

Grading Scale

Letter Grade	% Equivalency	GPA Equivalency
A	94 – 100%	4.0
A-	90 – 93%	3.67
B+	87 – 89%	3.33
B	84 – 86%	3.00
B-	80 – 83%	2.67
C+	77 – 79%	2.33
C	74 – 76%	2.00
C-	70 – 73%	1.67
D+	67 – 69%	1.33
D	64 – 66%	1.00
D-	60 – 63%	.67
E, I, NG, S-U, WF		0.00

More information on grades and grading policies can be found at
https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx

Course Policies

Assignments
There are a number of class assignments including 1 exercise and 3 projects. It is important to complete the class projects in the time assigned, as completed projects will become the basis for continued projects. A description of each assignment will be uploaded to Canvas when it is assigned.

Grading
Your assignment grades will be based on these factors:
- Your understanding of the assignment and your ability to follow instruction
- The completion of the project during the time required
- All factors that are in the assignment are addressed completely and correctly
- Your quality, level of research, preparedness and ability to discuss your project using the correct terminology when called upon.

Participation and Attendance

We value participation more than mere attendance. Attendance to receive the proper instruction and feedback on your assignments is paramount to your success in this class. It is understandable that sometimes your absence cannot be avoided. Please contact the instructor prior to the class session that needs to be missed. While typically, missing any part of a graded assignment results in forfeiting the grade for that assignment, the instructor will work with the students in making up a missed assignment, if possible, on a case-by-case basis.

Quiz/Exam Policy

There are 3 quizzes to be given at the beginning of classes. Each quiz is worth 5 points. There is no final exam for this course.

Make-up Policy

Late assignments or Missed Exams will be marked down at 80% unless a prior arrangement is made. Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at:
https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx

Course Technology

The students will be required to have access to a personal computer with the access to the Internet. Word editing software will be required for written assignments, if any. Students should have personal access to the Internet. Other technologies will be introduced during the course session. The student is required to have a fast USB hard drive or thumb drive to store and back up project files.

Course Communications

Students can communicate directly with the Instructor regarding the course material through email. Electronic communication must demonstrate a formal tone and style and , unless absolutely urgent, will be responded to M-F 10am – 6pm

UF Policies

University honesty Policy

UF students are bound by The Honor Pledge that states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Honor Code (https://www.dso.ufl.edu/sccr/process/student-conducthonor-code/) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

PLAGIARISM

Plagiarism is a violation of the UF honor code. A student shall not represent as the student's own work all or any portion of the work of another. Plagiarism includes but is not limited to:

1. Quoting oral or written materials including but not limited to those found on the internet, whether published or unpublished, without proper attribution.

2. Submitting a document or assignment, which in whole or in part is identical or substantially identical to a document or assignment not authored by the student.

Students shall not use unauthorized materials or resources in an academic activity. Unauthorized materials or resources includes any paper or project authored by the student (or another student) and presented by the student for the satisfaction of any academic requirement if the student previously submitted substantially the same paper or project to satisfy an academic requirement and did not receive express authorization to resubmit the paper or project.

CLASS DEMEANOR

Students are expected to arrive to class on time and behave in a manner that is respectful to the instructor and to fellow students. Please avoid the use of cell phones and restrict eating to outside of the classroom. Opinions held by other students should be respected in discussion, and conversations that do not contribute to the discussion should be held at minimum, if at all.

Students requiring accommodations

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

Netiquette Communication Courtesy

All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats, more information can be found at: http://teach.ufl.edu/wp-content/uploads/2012/08/NetiquetteGuideforOnlineCourses.pdf

Online course evaluations

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at https://evaluations.ufl.edu. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at https://evaluations.ufl.edu/results/.

Campus Resources

Health and Wellness

U Matter, We Care
If you or a friend is in distress, please contact umatter@ufl.edu or 352 392- 1575 so that a team member can reach out to the student.

Counseling and Wellness Center
http://www.counseling.ufl.edu/cwc/Default.aspx, 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

Sexual Assault Recovery Services (SARS)
Student Health Care Center, 392-1161.

1. University Police Department, 392-1111 (or 9-1-1 for emergencies). http://www.police.ufl.edu/

Academic Resources

E-learning technical support, 352-392-4357 (select option 2) or e-mail to Learning- support@ufl.edu. https://lss.at.ufl.edu/help.shtml.

Career Resource Center, Reitz Union, 392-1601. Career assistance and counseling.
http://www.crc.ufl.edu/

Library Support, http://cms.uflib.ufl.edu/ask. Various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring.
http://teachingcenter.ufl.edu/

Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers.
http://writing.ufl.edu/writing-studio/

Student Complaints Campus:
https://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf

On-Line Students Complaints:
http://www.distance.ufl.edu/student-complaint-process

Disclaimer: This syllabus represents the instructor's current plans and objectives. As we go through the semester, those plans may need to change to enhance the class learning experience. Such changes, communicated clearly, are not unusual and should be expected.