

# TPA 3263 Introduction to Sound Design and Technology

Fall 2024

3 Credits

Revised 20240725

## Basic Information

### Contact Information

Meeting Time: M,W 10:40 PM – 12:35 PM  
Classroom: CON 217

Office (by appointment): CON 201 or Zoom  
jzhao@arts.ufl.edu

### Course Description

This course introduces students to the basics in sound design and technology. Students will work on projects about design elements and design process. The course has four graded components: Sound Fundamentals, Design Elements, Sound Equipment, and Design Project. The first three components are evaluated by in-class presentations and quizzes. The Design Project consists of six progressive submissions which are graded independently. See the Evaluation of Grades section of this document for more details.

You will be able to find detailed instructions and guidelines on each of the graded elements on Canvas when they are assigned. Please do not hesitate to email the instructor if you have any questions about any of the components of the course.

### Prerequisite Knowledge and Skills

An interest in design and production for live events. A willingness and desire to participate in the technical operation of productions at UF.

### Course Goals and/or Objectives

- Understanding of the physical properties of sound.
- Introduction to design elements and sound equipment.
- Development of vocabulary and knowledge for engagement on a production.
- Demonstration of ability to sound design a mini production.

### Textbooks, Software and Instructional Materials

While there isn't a required textbook, the instructors will be suggesting reading and research and sharing a variety of instructional resources. The students are highly encouraged to work with a personal workbook or a digital note taking device.

### 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 UF Schedule of Courses shows that this course has additional course fees of \$136.88.

## Course Schedule

<b>Date</b>	<b>Topic</b>	<b>Assignments/Quizzes</b>
8/26	Introduction to course	
8/28	Sound Fundamentals 1	
9/2	NO CLASS: LABOR DAY	
9/4	Sound Fundamentals 2	Design Project Groups Due
9/9	Sound Fundamentals Lab	
9/11	Design Elements: Color, Mass	Quiz 1 Sound Fundamentals
9/16	Color Presentations	Design Project Story Due
9/18	Mass Presentations	
9/23	Design Element: Rhythm, Line	
9/25	Rhythm Presentations	
9/30	Line Presentations	Design Project Cue Sheets Due
10/2	Design Element: Habituation & Startle	
10/7	Habituation & Startle Presentations	
10/9	Design Element: Consonance & Dissonance	
10/14	Consonance & Dissonance Presentations	Design Project Revised Cue Sheets Due
10/16	Sound Design Process	
10/21	Digital and Network Audio	
10/23	Equipment: Microphones	Quiz 2 Digital and Network Audio
10/28	Equipment: Loudspeakers	
10/30	Work Day: Rough Sound	
11/4	Rough Sound Presentations	Design Project Rough Sound Due
11/6	QLab	Quiz 3 Sound Equipment
11/11	NO CLASS: VETERANS DAY	
11/13	Work Day: QLab Workspace	Design Project QLab Due
11/18	Design Project Tech Rehearsals	
11/20	Design Project Tech Rehearsals	
11/25	NO CLASS: THANKSGIVING	
11/27	NO CLASS: THANKSGIVING	
12/2	Design Project Tech Rehearsals	
12/4	Design Project Presentations	Dante Level 1 Certification Due

## Evaluation of Grades

### Grades Breakdown

Assignment or Course Component	Points
<b>DESIGN ELEMENTS</b>	<b>30</b>
Color Project	5
Mass Project	5
Rhythm Project	5
Line Project	5
Habituation and Startle Project	5
Consonance and Dissonance	5
<b>DESIGN PROJECT</b>	<b>40</b>
Story	5
Cue Sheets	5
Revised Cue Sheets	5
Rough Sound	5
QLab Workspace	5
Final Presentation	15
<b>QUIZZES &amp; CERTIFICATION</b>	<b>30</b>
Quiz 1 Sound Fundamentals	10
Quiz 2 Digital Audio and Network Audio	5
Quiz 3 Equipment	10
Dante Level 1 Certification	5
<b>TOTAL</b>	<b>100</b>

### 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 projects. Some projects will become the basis for later projects, making it especially important to finish on time. Due dates of project are posted in the Course Schedule section of this document. Detailed project guidelines will be posted on Canvas.

### Grading

Your assignment grades will be based on these factors:

- Your understanding of the assignment and your ability to follow instructions.
- The completion of the project during the time required.
- All factors that are in the assignment are addressed completely and correctly.
- Ability to discuss your project using the correct terminology when called upon.

### Participation and Attendance

The success of this course is based on discussion and class participation. Attendance is vital. Your first unexcused absence from class will be permitted without penalty. The second unexcused absence will lower your final grade by 5%. The third unexcused absence will lower your final grade by 15%. The fourth unexcused absence will lower your final grade by 30%. Two (2) late arrivals and/or early departures to/from class will count as one (1) absence.

Excused absences are consistent with university policies in the undergraduate catalog (<https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>) and require appropriate documentation.

### Quiz/Exam Policy

Quizzes will be given in class as detailed in the Course Schedule section of this document. There is no final exam.

### Make-up Policy

Late and made-up assignments will be marked down by 20%. 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

Students will be required to have access to, and use a personal computer with the access to the Internet. A Mac computer is preferred but not required. Students should have personal access to the Internet. Other technologies will be introduced during the course session. UF Canvas Student Help FAQs can be accessed here <https://elearning.ufl.edu/student-help-faqs/>

### Course Communications

Students can communicate directly with the Instructor regarding the course material via email.

Electronic communication must demonstrate a formal tone and style, and unless absolutely urgent, will be responded to Mon - Fri 08:00 AM - 5:00 PM.

### Course Evaluation

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at [gatorevals.aa.ufl.edu/students/](http://gatorevals.aa.ufl.edu/students/). Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via [ufl.bluera.com/ufl/](http://ufl.bluera.com/ufl/). Summaries of course evaluation results are available to students at [gatorevals.aa.ufl.edu/public-results/](http://gatorevals.aa.ufl.edu/public-results/).

## UF Policies

### Honest Policy

UF students are bound by The Honor Pledge which 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 ([sccr.dso.ufl.edu/process/student-conduct-code/](http://sccr.dso.ufl.edu/process/student-conduct-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.

### 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 who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center by visiting <https://disability.ufl.edu/students/get-started/>. It is important for students to share their accommodation letter with their instructor and discuss their access needs, 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](mailto: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](mailto: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:

[http://www.dso.ufl.edu/documents/UF\\_Complaints\\_policy.pdf](http://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 opportunity. Such changes, communicated clearly, are not unusual and should be expected.*