

Course Syllabus
Comm 352 Producing Audio Fiction
Fall Semester 2018

Professor Mark Tolsted mtolsted@uwsp.edu office hours:	CAC 228 T & TH W	346-3920 10-11AM by appointment
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Course Description

This course examines advanced audio production techniques and aesthetics as applied to the creation of audio fiction. Specifically, this course looks at how particular techniques (producing effects and music, dialogue, and narrative structure) build mental images through words and sounds.

Course Objectives

- to develop a "critical ear" by understanding form, function and the aesthetics of audio fiction
- to understand and experience the processes of producing audio fiction
- to create "word pictures"

Textbooks

Hand, R.J. and Traynor, M. (2011). The Radio Drama Handbook: Audio Dram in Practice and Context. New York: Continuum.
textbook purchase.

Additional posted readings assigned in class

Expectations

This course takes a fair amount of time outside of scheduled class time. Your regular and full participation is expected.

Other Relevant Information:

- I will be using email* to contact you as needed. I will be posting updates and other information to the Canvas site for this class on a regular basis. I expect that you monitor this class on a regular, if not daily, basis.
- Supplies*. You need to have access to one of the following: a cloud account or an external hard drive or a large capacity (16GB) thumb drive or SD card with appropriate card reader device.
- Dates due are deadlines*. Period.
- Attendance is required*. If you have an excused absence for reason(s) consistent with the UWSP policy on attendance, I will give you the opportunity to

make up missed points (if applicable--for that day) though an additional work to be determined.

-Academic dishonesty: Using material from another source (book, journal, internet site, a faculty member, another student, etc.) without proper acknowledgment is not acceptable. Period. The University has policies that govern academic dishonesty. You should be familiar with them. You will find a statement of my views on plagiarism appended to this course syllabus. If you violate these policies on any of your course work, you will receive a grade of **Fail** for that assignment/exam. You may also receive a grade of **Fail** for the class and be subject to University procedures on academic dishonesty.

-Community Bill of Rights and Responsibilities. UW-Stevens Point values a safe, honest, respectful, and inviting learning environment. In order to ensure that each student has the opportunity to success, we have developed a set of expectations for all students and instructors. This set of expectations is known as the *Rights and Responsibilities* document, and it is intended to help establish a positive living and learning environment at UWSP. Read more here: <http://www.uwsp.edu/stuaffairs/Pages/rightsandresponsibilities.aspx>

-Academic integrity is central to the mission of higher education in general and UWSP in particular. Academic dishonesty (cheating, plagiarism, etc.) is taken very seriously. Don't do it! The minimum penalty for a violation of academic integrity is a failure (zero) for the assignment. For more information, see the UWSP "Student Academic Standards and Disciplinary Procedures" section of the *Rights and Responsibilities* document, Chapter 14, which can be accessed here: <http://www.uwsp.edu/stuaffairs/Documents/RlghtsRespons/SRR-2010/rightsChap14.pdf>

-Assistive Accommodations. The Americans with Disabilities Act (ADA) is a federal law requiring educational institutions to provide reasonable accommodations for students with disabilities. For more information about UWSP's policies, check here: <http://www.uwsp.edu/stuaffairs/Documents/RightsRespons/ADA/rightsADAPolicyInfo.pdf>. If you have a disability and require classroom and/or exam accommodations, please register with the Disability and Assistive Technology Center and then contact me at the beginning of the course. I am happy to help in any way that I can. For more information, please visit the Disability and Assistive Technology Center, located on the 6th floor of the Learning Resource Center (the Library). You can also find more information here: <http://www4.uwsp.edu/special/disability/>

-FERPA Disclaimer. If this course requires posting of work online, it is viewable only by your classmates. None of the work submitted online will be shared publicly. Your academic records (grades, student IDs, personal identification information) will not be shared by the instructor of this course. Confidentiality of student work is imperative, so you should not share the work of your peers publicly without their permission. By participating in these assignments you are giving consent to sharing of your work with others in this class and you recognize there is a small risk of your work being shared online beyond the purposes of this

course. If you elect to not participate in these online assignments due to confidentiality concerns, then an alternate assignment will be offered to you.

-Netiquette. Netiquette is a set of rules for behaving properly online. Your instructor and fellow students wish to foster a safe online learning environment. All opinions and experiences, no matter how different or controversial they may be perceived, must be respected in the tolerant spirit of academic discourse. You are encouraged to comment, question, or critique an idea but you are not to attack an individual. Working as a community of learners, we can build a polite and respectful course community.

--The following netiquette tips will enhance the learning experience for everyone in the course:

- Do not dominate any discussion.
- Give other students the opportunity to join in the discussion.
- Do not use offensive language. Present ideas appropriately.
- Be cautious in using Internet language. For example, do not capitalize all letters since this suggests shouting.
- Popular emoticons such as ☺ or / can be helpful to convey your tone but do not overdo or overuse them.
- Avoid using vernacular and/or slang language. This could possibly lead to misinterpretation.
- Never make fun of someone's ability to read or write.
- Share tips with other students.
- Keep an "open-mind" and be willing to express even your minority opinion. Minority opinions have to be respected.
- Think and edit before you push the "Send" button.
- Do not hesitate to ask for feedback.
- Using humor is acceptable.

Grading:

Final grades are determined by student performance in the following areas:

- 1) analysis of audio theater. During the semester, you will conduct an analysis of one (possibly 2—depending on length) of the productions posted to Canvas. The last three Mondays of the semester (Nov 26, Dec 3 and Dec 10) have been set aside for presentation of the analysis. Each Student will be given 15 minutes to present their analysis. A rotation schedule will be distributed by the 4th week of the semester. This analysis and presentation is worth 75 points
- 2) production exercises. There are three individual production assignments. The productions combined total 50 points.
 - a. the sound story 10 points
 - b. romance at the health club 15 points
 - c. overhead at a restaurant 25 points
- 3) Final Production. 75 points.
 - OPTION 1: a production of the students choosing. A completed script and multitrack production, due on Wednesday, December 5th.

OPTION 2: A Final Group Project, December 1st @ 1PM, with dress rehearsal on November 29th at 5PM

- 4) examinations. Both examinations are given in class and are comprised of multiple/choice, True/False, and essay questions.

Midterm Exam: 50 Points

Final Exam: 50 Points

Point Totals

Production Analysis		75
Production Exercises	3	50
Final Production		75
Midterm Examination		50
Final Examination		50
TOTAL:		300

Grading Scale:

Point Totals:

95%+	=	A	285-300
94%	=	A-	282-284
93%	=	B+	279-281
87%-92%	=	B	261-278
86%	=	B-	258-260
85%	=	C+	255-257
77%-84%	=	C	231-254
76%	=	C-	228-230
75%	=	D+	225-227
71%-74%	=	D	210-224
0%-70%	=	F	0-209

Studio Time

Students are expected to complete work outside of scheduled class time. The facilities are available through a reservation system. Students are allowed to sign up for no more than a three (3) hour block of time during any given day. Please refer to the How To Reserve CAC 126 guide posted in D2L. Note: Adobe Audition is the software used for the production work in this class. It is available in CAC 126 and in computer labs across the campus.

Recording Equipment

The Division of Communication has several hand-held field production recorders available for check out through the Help Desk in the library (basement). Check out procedures and policies will be discussed in class. The manual for the recorders is posted in Canvas.

In addition, there are other recording units and field production kits available for check out, which are managed by Professor Tolsted. Check out procedures and policies, as well as how to use them will be discussed in class.

Course Schedule

--I reserve the right to make changes to the course schedule and requirements depending on need. If this happens, you will be notified of any changes in class, via CANVAS, and through email.

Week 1:		
	Wednesday, September 5 th :	CLASS DOES NOT MEET
Week 2:		
	Monday, September 10 th :	Course Introduction
	Wednesday, September 12 th :	CLASS METS IN CAC 300 (computer lab)
Week 3:		
	Monday, September 17 th :	Sound Basics Audio Theater: Form and Function <i>Read Chapters 1 & 2</i>
	Wednesday, September 19 th :	CLASS METS IN CAC 300 (computer lab) Program Analysis request due by 11PM
Week 4:		
	Monday, September 24 th :	Sound Basics Audio Theater: Form and Function <i>Read Chapter 3</i>
	Wednesday, September 26 th :	CLASS METS IN CAC 300 (computer lab)
Week 5:		
	Monday, October 1 st :	Sound Basics Audio Theater: Form and Function <i>Read Chapter 4</i>
	Wednesday, October 3 rd :	CLASS MEETS IN CAC 126
Week 6:		
	Monday, October 8 th :	Sound Story DUE
	Wednesday, October 10 th :	CLASS MEETS IN CAC 126
Week 7:		
	Monday, October 15 th :	Audio Theater: Form and Function <i>Read Chapter 5</i>
	Wednesday, October 17 th :	CLASS MEETS IN CAC 126
Week 8:		
	Monday, October 22 nd :	Midterm Examination
	Wednesday, October 24 th :	CLASS DOES NOT MEET
Week 9:		
	Monday, October 29 th :	Romance at the Health Club DUE
	Wednesday, October 31 st :	CLASS DOES NOT MEET

Week 10: Due		
Monday, November 5 th :	Audio Theater: Form and Function	
	<i>Read Chapter 6</i>	
Wednesday, November 7 th :	CLASS DOES NOT MEET	
Week 11:		
Monday, November 12 th :	Overheard at a Restaurant DUE	
Wednesday, November 14 th :	CLASS DOES NOT MEET	
Week 12:		
Monday, November 19 th :	Audio Theater: Form and Function	
	<i>Read Appendix A</i>	
Wednesday, November 21 st :	CLASS DOES NOT MEET	
Week 13:		
Monday, November 26 th :	Presentation/Production Analysis Part 1	
Wednesday, November 28 th :	CLASS DOES NOT MEET	
Week 14:		
Friday, November 29 and Saturday, December 1: Option 2--Possible Final Production		
Monday, December 3 rd :	Presentation/Production Analysis Part 2	
Wednesday, December 5 th :	CLASS DOES NOT MEET	
Option 1: Possible Final Production DUE		
Week 15:		
Monday, December 10 th :	Presentation/Production Analysis Part 3	
Wednesday, December 12 th :	CLASS DOES NOT MEET	
Final Examination:	TBA	

Option 1:	live performance	December 1 @ 1PM
	Dress rehearsal	November 29 @ 5PM
Option:	final individual production:	December 5, 11PM Due Date

Assignments

1) Production Analysis

During the semester, you will conduct an analysis of one (possibly 2 or 3—depending on length) of the productions posted to Canvas. The last three Mondays of the semester (Nov 26, Dec 3 and Dec 10) have been set aside for presentation of the analysis. Each Student will be given 15 minutes to present their analysis. A rotation schedule will be distributed by the 4th week of the semester. This analysis and presentation is worth 75 points.

Some specific things that need to be included:

- a synopsis of the drama (plots, themes, scenes, characters)
- explain how transitions are made between scenes/narrative elements
- explain how the narrative structure is carried

- describe the music and explain how the music is used (including program intro, outro, and everything in between)
- detail the effects used and explain how they are produced, used (their function) and, specifically, how they relate to the narrative

2) Production Exercises

All production work is to be submitted to D2L as an MP3

The 1st project is called “The Sound Story.”

Your goal is to create a “story” of a place using only sound. Each student will be given a location to record sounds. Using the portable equipment, you are to gather “wild” sound at that location and then using Adobe Audition, you are to shape those sounds into a story of that place that is between 60 and 90 seconds. No script is necessary, although you must submit a one-page, typewritten explanation of how you completed this assignment: what sounds you used, the decisions you made to select sounds, the post-production manipulation of the sound, etc.

The 2nd project is called “Romance at the Health Club.”

Each student is to write, record and edit (using the field production kit or in CAC 126) a comedy bit on the theme “romance at the health club.” The production will run between 90 seconds and 3 minutes, have at least 3 voices (none of which can be your own), 1 effect and music. If you choose to produce this live, add music in post-production. A script is required.

The 3rd project is called “Overheard at a Restaurant.”

Your goal is to create (script and produce) the following scene: you are very tired and decide to enjoy dinner with a friend. Just after placing your order, a “conversation” can be heard from across the room. You are able to hear everything. Your production of this scene must be between 3 and 5 minutes in length. Your production must include at least one music selection and at least three sound effects. A script, in proper format is required. This assignment must be produced for post-production—it can not be performed and produced live.

4) Final Production

OPTION 1: a production of the students choosing. A completed script and multitrack production, due on Wednesday, December 5th. This is your chance to produce something “special.” It is something that you can be proud to include on your demo tape. This production must be at least 20 minutes in length and include multiple (at least 2) music sources and effects (at least 5) and voices (at least 3). You have the option of producing this live or for post-production.

OPTION 2: A Final Group Project, December 1st @ 1PM, with dress rehearsal on November 29th at 5PM. Working as a group, we will adapt and produce and perform live in front of an audience. This can be an adaptation of something already done in class or a newly authored piece. This is your chance to produce something “special.” It is something that you can be proud to include on your

demo tape. We will work on this over the semester. The production should be error free and have a professional sound. You will need to find talent to read, musician(s) to perform any diegetic or transitional music, and Foley artists. Scripts, in proper format, are required.

Plagiarism

A major problem facing both professors and students is the practice of plagiarism, which is defined as “the deliberate or accidental use of ideas, research, or words of another person without fully attributing them to their original sources.” As a student in this course, it is your responsibility to know what constitutes plagiarism. A student who plagiarizes work in my class will receive a failing grade for that assignment, possibly for the course and may be subject to additional academic misconduct sanctions.

The following paragraph offers advice on paraphrasing, a major aspect of plagiarism: Clearly attribute ideas that you have paraphrased to their authors, both directly in your text and by providing reference citations. Do not try to paraphrase by changing just a few of the author’s words (that’s plagiarizing): paraphrasing involves substantial change in the order of words and ideas, usually to condense them. Paraphrasing, in other words, involves putting someone else’s thoughts into your own words, not just rearranging the words and ideas or combining, but shortening, someone else’s sentences. To avoid unintentionally writing a plagiaristic paraphrase, carefully mark the notes that you take on your references where you use exact, or nearly exact, words of the source.

The following guidelines are offered as additional hints on what plagiarism is:

--Every paper or report submitted for credit is accepted as the student’s own work. It may not, therefore, have been composed, wholly or partially, by another person.

--The wording of a student’s paper is taken as his or her own. Thus he or she may not submit work that has been copied, wholly or partially, from a book, article, essay, newspaper or another student’s paper or notebook, or any other written or printed source (including speeches, WWW sites, news reports, etc.). Direct quotes or ideas from outside sources may be used, but they must be properly cited. Thus, do not simply change a few words within a sentence from a source, put it in your paper, and drop a footnote by it without using quotation marks. Doing so represents the sentence as your own, when it is not, and this is plagiarism!

--As a student, you may incorporate in your paper ideas that have arisen from discussion or lectures when you incorporated these ideas into your own thinking. However, be careful to either cite properly the source of the ideas or cite other sources that reinforce the ideas you are using.

--You may, as a part of the good writing process, give your work to someone else for suggestions. However, having someone else totally correct and revise your work constitutes that person’s work, not your own, and thus constitutes plagiarism.

--You may of course submit a paper to be typed by another person, provided that typist has not sought to change the wording, ideas, organization, or any significant aspect of the paper in any way. If you submit such a paper, be sure to proofread carefully.

--No paper may be submitted for credit that has been or is being used to fulfill the requirements of another course, in whatever department, unless permission to coordinate work has been granted by both professors.

--Students in my courses are expected to utilize the APA stylebook, which provides guidelines for proper citation.