

COURSE OUTLINE

The course description is online @ <http://camosun.ca/learn/calendar/current/web/comm.html>

Ω Please note: the College electronically stores this outline for five (5) years only.
 It is **strongly recommended** you keep a copy of this outline with your academic records.
 You will need this outline for any future application/s for transfer credit/s to other colleges/universities.

Course Description:

During this course the student will be introduced to the fundamentals of radio production, on-air announcing, the nature of sound, the use of common audio equipment, and the regulations affecting radio broadcasters. The goal is to provide students with the basic knowledge and skills to begin working in the radio industry through involvement with Village 900 (CKMO Radio). By the end of the semester, you will have acquired the skills necessary to do regular on-air shifts on Village 900.

1. Instructor Information

(a)	Instructor:	Kim O`Hare		
(b)	Office Hours:	Daily 12:00-4pm		
(c)	Location:	Y-315-D		
(d)	Phone:	370-3395	Alternative Phone:	
(e)	Email:	ohare@Camosun.bc.ca		
(f)	Website:	www.online.camosun.ca		

2. Intended Learning Outcomes

(No changes are to be made to these Intended Learning Outcomes as approved by the Education Council of Camosun College.)

Upon completion of this course the student will be able to:

1. Demonstrate the correct use of basic audio equipment such as microphones, tape recorders, and on-air and production consoles.
2. Apply fundamental concepts of sound and acoustic environments in projects and written assignments.
3. Demonstrate audio production skills such as recording, dubbing, mixing and operating in a production and on-air studio at a basic level.
4. Explain and apply Canadian broadcasting regulations and laws affecting on-air performance on CKMO radio.
5. Choose and produce a news story appropriate for broadcasting on CKMO radio.
6. Perform an announcing shift on CKMO radio following required criteria given in project assignment.

3. Required Materials

There is no text required for this course. Handouts and other material will be made available on the teacher's D2L site or on the ACP file server. Instructions regarding how to access these materials will be provided in class.

4. Course Content and Schedule

The course consists of one 2-hour lecture per week and one 3-hour lab per week. Students will be scheduled for the lab period on either Thursday or Tuesday from 9am-12noon.

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Instructor Availability:

Assistance is available to students outside of scheduled class times, however every effort should be made to clarify concepts, assignments during class. Chances are, if you don't understand a particular topic or element of the course, others are going through the same thing. Ask questions in class, seek clarification. Aside from class time, Office hours are posted outside my office, Y315, telephone 370-3395, ohare@camosun.bc.ca
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5. Basis of Student Assessment (Weighting)

	Evaluation	
Tests: (approximately 3)		30%
Projects:		40%
Hands on Tests (2 in total)		30%
Total		100%

Marks will be deducted for unexcused absences, and late or incomplete assignments. Failure to show up for a scheduled on air shift will result in a deduction of one full letter grade from the final mark. A second missed on-air shift will result on a failing grade for the course.

6. Grading System

(No changes are to be made to this section unless the Approved Course Description has been forwarded through the Education Council of Camosun College for approval.)

Standard Grading System (GPA)

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D	Minimum level of achievement for which credit is granted; a course with a "D" grade cannot be used as a prerequisite.	1
0-49	F	Minimum level has not been achieved.	0

Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy E-1.5 at camosun.ca for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	<i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	<i>In progress:</i> A temporary grade assigned for courses that, due to design may require a further enrollment in the same course. No more than two IP grades will be assigned for the same course. (For these courses a final grade will be assigned to either the 3 rd course attempt or at the point of course completion.)
CW	<i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.

7. Recommended Materials or Services to Assist Students to Succeed Throughout the Course

LEARNING SUPPORT AND SERVICES FOR STUDENTS

There are a variety of services available for students to assist them throughout their learning. This information is available in the College calendar, at Student Services, or the College web site at camosun.ca.

STUDENT CONDUCT POLICY

There is a Student Conduct Policy **which includes plagiarism**. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, at Student Services, and the College web site in the Policy Section.

ADDITIONAL COMMENTS AS APPROPRIATE OR AS REQUIRED