

	<p><b>School of Arts &amp; Science</b>  <b>MUSIC DEPARTMENT</b>  <b>MTEC 220-DX01</b>  <b>Music Recording: Fundamentals</b>  <b>Fall 2016</b></p>
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## COURSE OUTLINE

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The course description is online at <http://camosun.ca/learn/calendar/current/web/musc.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.

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### 1. Instructor Information

(a)	<b>Instructor:</b>	Jonathan Haek
(b)	<b>Office Hours:</b>	N/A (Course is by Distance Learning online only)
(c)	<b>Location:</b>	N/A
(d)	<b>Phone Number:</b>	N/A (Please use e-mail)
(e)	<b>E-mail:</b>	jonathan.haek23@online.camosun.ca
(f)	<b>Website:</b>	<a href="https://online.camosun.ca/">https://online.camosun.ca/</a> (Login to D2L for access)

### 2. Intended Learning Outcomes

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

1. Identify and set-up appropriate equipment to record digital audio of acoustic performance. Capture a digital audio recording of a live acoustic musical performance for personal or light-commercial use.
2. Discuss the attributes and applications of a variety of digital audio recording software programs and hardware elements for personal, light-commercial, or academic use.
3. Apply basic and essential audio mixing techniques in a variety of music recording settings to recordings for personal, academic, or light-commercial use.

### 3. Required Materials

- (a) **Textbook:** None. All readings provided on course website (see Section 1f above).
- (b) **Hardware:** As specified on the course website: Laptop or desktop computer (no Chromebook), speakers or headphones, microphone, and audio interface (if necessary).
- (c) **Software:** As specified on the course website: REAPER, Audacity, Blue Cat Audio Plug-ins, and LAME encoder.
- (d) **Other:** Internet access to the course website on D2L. Administrative permissions to install software on the computer being used for the course.  
See Section 7, Recommended Materials, below for supplementary course resources.

### 4. Course Content and Schedule

**Dates:** 14 Weeks, September 6 - December 12. Plus, December 13-19 for final project submission.

**Class Location:** Distance Learning, the Camosun College Desire2Learn online platform.

**Class Meeting Times:** Distance Learning, self-paced weekly or biweekly Modules.

**Holidays:** "Week" 5, Monday, October 10: Thanksgiving Day.  
Week 10, Friday, November 11: Remembrance Day.

- (a) The average amount of time spent working on materials for this course is 2 hours per week. The weekly schedule on Page 5, below, outlines the weekly/biweekly modules of content that are to be completed in order. For each week of the term, topics and assessment due dates are provided.
- (b) Section 5, below, outlines the basis of student assessment. The **participation** portion of your grade consists of six (6) assessments in total: two (2) discussions, and four (4) self assessment quizzes. The **quiz** portion of your grade consists of two (2) quizzes. The **project** portion of your grade consists of two (2) projects. Assessments within each category (participation, quizzes, and projects) are weighted equally.
- (c) In order to receive full credit for each of the graded assessments, you must submit them by their respective due dates and times. In the event you do not meet a submission deadline and you have not been given an extension (see Section 4d below), I will accept your late work with penalty. Points will be deducted for each day an assignment is late (2 per day, up to a maximum of 40 deducted). Please do your best to submit your work as soon as you have completed it, even if the deadline has passed.

#### 4. Course Content and Schedule (Continued)

(d) Missing class for holidays or illness is not a concern for this online course. You may, however, experience illness that prevents you from meeting a submission deadline. In this case, if you wish to receive an extension, you must promptly forward documentation to the instructor from a doctor (or certified healthcare professional), preferably before the deadline passes. This documentation is required to include a clear statement from your doctor of WHAT you could not do and WHEN you could not do it (e.g., "Student was bedridden from October 5-7," or "Student will not be able to use right hand for two weeks, October 1-15"). It is not necessary to disclose the reason for your illness. Upon approval of your doctor's note, accommodations within reason will be made to help you complete missed work. Note: **It is your responsibility to be aware of assessment deadlines and to pace your weekly progress so that you are able to meet these deadlines.**

#### 5. Basis of Student Assessment

- (a) **Quizzes:** Fundamentals of Sound, Digital Audio Fundamentals (2 total) **30% of course mark**
- (b) **Projects:** Basic Recording, Multi-Track (2 total) **50% of course mark**
- (c) **Participation:** Discussions (2), Self Assessments (4) **20% of course mark**

#### 6. Grading System

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

## 6. Grading System (Continued)

### 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](http://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 <sup>rd</sup> 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 and Services

- (a) **Optional Hardware:** As specified on the course website: Portable recording device, and MIDI keyboard or synthesizer.
- (b) **Optional Software:** As specified on the course website: QuickTime Player, iTunes, and GarageBand (for Mac users only).
- (c) Should problems or difficulties with the course materials arise, please contact the instructor as soon as possible. Suggestions for extra help customized to your specific needs will be provided.

### 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 at the College web site.

<http://camosun.ca>

<http://camosun.ca/services>

### 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 on the College web site in the Policy Section.

<http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf>

## Weekly Schedule:

The following schedule provides an outline of weekly progress through the course Modules. Assessments will be "collected" three times throughout the Term, as indicated by the groups of bracketed due dates in the schedule. **Important Note:** The "weeks" in MTEC 220 will begin on Tuesdays at 12:00 AM, and end on Mondays at 11:59 PM.

<b>Week 1:</b>	Sept. 6-12	<b>Course Orientation Module.</b> Software Installation (Recommended to complete by Mon., Sept. 19) [Due Mon., Oct. 17, 11:59 PM] Discussion: Your Hardware Setup
<b>Week 2:</b>	Sept. 13-19	<b>Module 1.</b> History of Sound Recording. [Due Mon., Oct. 17, 11:59 PM] Self Assessment 1
<b>Weeks 3-4:</b>	Sept. 20-Oct. 3	<b>Module 2.</b> Fundamentals of Sound. [Due Mon., Oct. 17, 11:59 PM] Quiz 1
<b>Week 5:</b>	Oct. 4-10	<b>Module 3.</b> Basic Acoustics. (Holiday: Monday the 10 <sup>th</sup> is Thanksgiving Day) [Due Mon., Oct. 17, 11:59 PM] Self Assessment 2
<b>Weeks 6-7:</b>	Oct. 11-24	<b>Module 4.</b> Digital Audio Fundamentals. [Due Mon., Nov. 28, 11:59 PM] Quiz 2
<b>Weeks 8-9:</b>	Oct. 25-Nov. 7	<b>Module 5.</b> Recording Equipment. [Due Mon., Nov. 28, 11:59 PM] Self Assessment 3
<b>Weeks 10-11:</b>	Nov. 8-21	<b>Module 6.</b> Digital Audio Recording in REAPER. (Holiday: Friday the 11 <sup>th</sup> is Remembrance Day) [Due Mon., Nov. 28, 11:59 PM] Project 1
<b>Week 12:</b>	Nov. 22-28	<b>Module 7.</b> Microphone Placement Techniques. [Due Mon., Dec. 19, 11:59 PM] Self Assessment 4
<b>Weeks 13-14:</b>	Nov. 29-Dec. 12	<b>Module 8.</b> Basic Audio Editing and Mixing. [Due Mon., Dec. 19, 11:59 PM] Project 2

**Final Project Period:** December 13-19. All final submissions due Mon., Dec. 19, 11:59 PM.