

## School of Media, Art & Design

### Audio Capture

2021-22 Academic Year

Program	Year	Semester
MAD-Video Production	1	1

<b>Course Code:</b> AUDI 1400	<b>Course Equiv. Code(s):</b> N/A
<b>Course Hours:</b> 42	<b>Course GPA Weighting:</b> 3
<b>Prerequisite:</b> N/A	
<b>Corequisite:</b> N/A	
<b>Laptop Course:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>Delivery Mode(s):</b> In class <input checked="" type="checkbox"/> Online <input type="checkbox"/> Hybrid <input type="checkbox"/> Correspondence <input type="checkbox"/>	

<b>Pandemic remote teaching delivery mode</b> <input type="checkbox"/> Fully asynchronous <input checked="" type="checkbox"/> Combined asynchronous and synchronous
<b>Remote proctoring required</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Authorized by (Dean or Director):</b> Greg Murphy <b>Date:</b> June 2021

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## Course Description:

This course introduces the principles of sound and sound recording, including basic digital audio theory. This is a hands-on course with students actively recording and editing their own material for use in their projects. Projects will include, audio editing, basic mixing of music and sound effects as well as recording in the field and the audio studio, with an emphasis on audio for digital video production.

## Campus Closure Notice

In the event of a campus closure during which time classes cannot be conducted or attended in person, course delivery will be conducted remotely where possible. Should teaching and learning resume on campus, students may be organized into smaller groups for classroom delivery, in accordance with directions from public health authorities. In either situation, the learning plan sequence and/or evaluation methods may be adjusted to address topics requiring hands-on, practical learning activities.

## Subject Eligibility for Prior Learning Assessment & Recognition (PLAR):

Prior Learning Assessment and Recognition (PLAR) is a process a student can use to gain college credit(s) for learning and skills acquired through previous life and work experiences. Candidates who successfully meet the course learning outcomes of a specific course may be granted credit based on the successful assessment of their prior learning. The type of assessment method (s) used will be determined by subject matter experts. Grades received for the PLAR challenge will be included in the calculation of a student's grade point average.

The PLAR application process is outlined in <http://www.durhamcollege.ca/plar>. Full-time and part-time students must adhere to all deadline dates. Please email: [PLAR@durhamcollege.ca](mailto:PLAR@durhamcollege.ca) for details.

### PLAR Eligibility

Yes  No

### PLAR Assessment (if eligible):

- Assignment
- Exam
- Portfolio
- Other

## Course Learning Outcomes

Course Learning Outcomes contribute to the achievement of Program Learning Outcomes for courses that lead to a credential (e.g. diploma). A complete list of Vocational/Program Learning Outcomes and Essential Employability Skill Outcomes are located in each Program Guide.

### Course Specific Learning Outcomes (CLO)

Student receiving a credit for this course will have reliably demonstrated their ability to:

- CLO1 Demonstrate the ability to edit digital audio.
- CLO2 Record audio in a studio environment, to appropriate digital audio specifications.
- CLO3 Record audio and video in the field, using both camera and external audio recorders, to appropriate digital audio specifications.
- CLO4 Apply filters and noise reduction to shape the audio signal.
- CLO5 Demonstrate the ability to adjust the panning, levels and mix a number of audio sources.
- CLO6 Synchronize video with externally recorded audio.
- CLO7 Use the correct audio formats in a production workflow.

### Essential Employability Skill Outcomes (ESSO)

This course will contribute to the achievement of the following Essential Employability Skills:

- EES 1. Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience.
- EES 2. Respond to written, spoken, or visual messages in a manner that ensures effective communication.
- EES 3. Execute mathematical operations accurately.
- EES 4. Apply a systematic approach to solve problems.
- EES 5. Use a variety of thinking skills to anticipate and solve problems.
- EES 6. Locate, select, organize, and document information using appropriate technology and information systems.
- EES 7. Analyze, evaluate, and apply relevant information from a variety of sources.
- EES 8. Show respect for the diverse opinions, values, belief systems, and contribution of others.
- EES 9. Interact with others in groups or teams in ways that contribute to effective working relationships and the achievement of goals.
- EES 10. Manage the use of time and other resources to complete projects.
- EES 11. Take responsibility for one's own actions, decisions, and consequences.

## Evaluation Criteria:

The Course Learning Outcomes and Essential Employability Skills Outcomes are evaluated by the following evaluation criterion.

Evaluation Description	Course Learning Outcomes	EESOs	Weighting
Assignment: Assignment #1 - Audio Editing	CLO1, CLO4, CLO7	EES1, EES2, EES4, EES5, EES6, EES7, EES8, EES10, EES11	10
Assignment: Assignment #2 - Audio mixing	CLO1, CLO4, CLO5, CLO7	EES1, EES2, EES4, EES5, EES6, EES7, EES8, EES10, EES11	10
Assignment: Assignment #3 - Studio Recording	CLO1, CLO4, CLO5, CLO7	EES1, EES2, EES4, EES5, EES6, EES7, EES8, EES10, EES11	10
Assignment: Assignment #4 - Filters and noise reduction	CLO1, CLO4, CLO7	EES1, EES2, EES4, EES5	10
Assignment: Assignment #5 - Adjusting panning and Levels over time	CLO1, CLO4, CLO5, CLO7	EES1, EES2, EES4, EES5, EES6, EES7, EES8, EES9, EES10, EES11	10
Assignment: Assignment #6 - Camera Recording	CLO3, CLO4, CLO5, CLO7	EES1, EES2, EES4, EES5, EES8, EES9, EES10, EES11	10
Assignment: Assignment #7 - External Microphones	CLO3, CLO4, CLO5, CLO7	EES1, EES2, EES4, EES5, EES6, EES7, EES8, EES9, EES10, EES11	10
Assignment: Assignment #8 - External Recorders - Audio/Video sync	CLO3, CLO4, CLO6, CLO7	EES1, EES2, EES4, EES5, EES6, EES7, EES8, EES9, EES10, EES11	10
Project: Final Project	CLO1, CLO2, CLO3, CLO4, CLO5, CLO6, CLO7	EES1, EES2, EES4, EES5, EES6, EES7, EES10, EES11	20
<b>Total</b>			<b>100%</b>

### Notes:

1. The penalty for late assignments is 25% of the assignment mark per calendar day, after seven days, a mark of zero [0] is assigned).

Students are strongly encouraged to complete and submit all projects throughout the semester, as they are the best way to demonstrate competence (or lack thereof) and to receive formative feedback.

## Required Text(s) and Supplies:

## **Recommended Resources (purchase is optional):**

1. <http://tv.adobe.com/product/audition/>
2. <http://tv.adobe.com/product/premiere-pro/>
3. <http://www.lynda.com>
4. Headphones

# Policies and Expectations for the Learning Environment:

## General Policies and Expectations:

<p><b>General College policies related to</b></p> <ul style="list-style-type: none"><li>+ Acceptable Use of Information Technology</li><li>+ Academic Policies</li><li>+ Academic Honesty</li><li>+ Student Code of Conduct</li><li>+ Students' Rights and Responsibilities can be found on-line at <a href="http://www.durhamcollege.ca/academicpolicies">http://www.durhamcollege.ca/academicpolicies</a></li></ul>	<p><b>General policies related to</b></p> <ul style="list-style-type: none"><li>+ attendance</li><li>+ absence related to tests or assignment due dates</li><li>+ excused absences</li><li>+ writing tests and assignments</li><li>+ classroom management can be found in the Program Guide (full time programs only) in MyCampus <a href="http://www.durhamcollege.ca/mycampus/">http://www.durhamcollege.ca/mycampus/</a></li></ul>
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## **Course Specific Policies and Expectations:**

### **REMOTE DELIVERY/CAMPUS CLOSURE:**

In the event of a campus closure during which time classes cannot be conducted or attended in person, course delivery will be conducted online where possible.

Should teaching and learning resume on campus, we may only have limited access to studios, classrooms and equipment. Students may have to be organized into smaller groups for classroom/studio delivery, in accordance with directions from public health authorities. In either situation, the learning plan sequence and/or evaluation methods may be adjusted to address limited access to learning and/or evaluation requiring hands-on, practical activities.

PLEASE SEE COURSE ADDENDUM POSTED ON DC CONNECT FOR FULL DETAILS

### **LEVEL OF EXPECTATION AND MATURITY OF WORK:**

All work must be mature in nature and adhere to the OFRB's (Ontario film review board) 14A Rating Guidelines as follows:

Language: Limited use of stronger expletives and/or slurs and/or mild sexual references.

Violence: Restrained portrayals of non-graphic violence, integral to the plot. The portrayals are not prolonged; bloodletting and/or tissue damage is limited.

Nudity: Brief Full Frontal nudity in a non-sexual context, non-exploitative close-up.

Horror: Exciting horror scenes and some grotesque images may be allowed in a fantasy or comedic context, but there will be no detailed and/or prolonged focus on gory images or suffering.

The comparable standard for computer and video game work is ESRB's (Entertainment Software Rating Board) T (Teen) Rating Guideline: Titles rated T (Teen) have content that may be suitable for ages 13 and older. Titles in this category may contain violence, suggestive themes, crude humor, minimal blood, simulated gambling, and/or infrequent use of strong language.

### **CONTACTING FACULTY:**

When contacting faculty regarding attendance, assignments, grades or any other course or program related issue, please use the contact information provided in the course outline, or as directed by the faculty member. Specifically, DO NOT use informal methods of contact such as social networking (MySpace, Facebook) or instant messaging (MSN, Yahoo, AIM) applications.

The classroom operations are directly related to that of a professional studio. The following issues of student conduct and work ethic are determining factors in the expectations and assessment of each student.

### **ATTENDANCE:**

Attendance must be regular. It is critical to successful completion of the course. Information is supplied during class hours via lectures and hands-on practical application of new procedures. It is impossible to make up the experience of a class critiquing session or environment.

### **ABSENCES:**

Students arriving after the start of class (10 minutes after the hour), or leaving before the end of class (on the hour) will be considered absent. Any student absent for more than 3 classes will receive an Academic Alert from their professor. Students missing more than 4 classes are unlikely to achieve the learning outcomes in this course.

### **MISSED CLASS:**

If a student misses class time, that student is responsible for catching up on missed work, not the instructor. Waiting until the next class to discover what was missed (such as in-class assignments) is not wise.

### **RESPECT:**

Students must conduct themselves with consideration for their classmates, inside and outside scheduled class hours. All students are entitled to enjoy a quiet working environment free of careless distractions and disturbances.

### **DISRUPTIONS:**

Any disruptive behaviour in the classroom may result in that student being asked to leave. Students causing disturbances or creating noise, including talking and ambient noise from headphones, will be cited and face disciplinary actions, according to the Policies And Procedures outlined in the Student Handbook.

### **MUSIC OR GAMES IN CLASS:**

Playing music or computer games in the computer labs is not permitted, except when directly related to coursework. Students must ALWAYS wear headphones when working with audio.

### **DEADLINES:**

As in a studio, failure to meet deadlines results in loss of credibility and grades. Assignments not submitted by deadline will receive an immediate penalty of 25% up to one week after which a mark of 0 will be applied. Reconsideration will be given at the discretion of the Professor if proper notification and documentation is given.

#### PROMOTIONAL USE:

All content produced in or for class, whether text, image, or digital, remains the property of the student, but Durham College reserves the right to use such work in any of their promotional materials and/or any activities such as advertisements, publications, posters, web sites, or exhibits, with the understanding that due recognition/credit will be given wherever possible.

#### CLASS USE:

Durham College also reserves the right to use any content produced in or for class in class activities, including but not limited to critiquing sessions, using as examples, or for creating a library of models, rigs and other content for use by future students, with the understanding that due recognition/credit will be given wherever possible.

#### BACKING UP COURSEWORK:

Students are responsible for ensuring their work is being backed up on a regular basis.

#### EXTRA ASSIGNMENTS:

Students will not be allowed to do 'extra' assignments to 'bring up their mark' at the end of term - students must complete and hand in term work as it is assigned.

## General Course Outline Notes:

1. Students should use the course outline as a learning tool to guide their achievement of the learning outcomes for this course. Specific questions should be directed to their individual professor.
2. The college considers the electronic communication methods (i.e. DC Mail or DC Connect) as the primary channel of communication. Students should check the sources regularly for current course information.
3. Professors are responsible for following this outline and facilitating the learning as detailed in this outline.
4. Course outlines should be retained for future needs (i.e. university credits, transfer of credits etc.)
5. A full description of the Academic Appeals Process can be found at <https://durhamcollege.ca/about/governance/policies/academic-policies> .
6. Faculty are committed to ensuring accessible learning for all students. Students who would like assistance with academic access and accommodations in accordance with the Ontario Human Rights Code should register with the Access and Support Centre (ASC). ASC is located in room SW116, Oshawa Campus and in room 180 at the Whitby Campus. Contact ASC at 905-721-3123 for more information.
7. Durham College is committed to the fundamental values of preserving academic integrity. Durham College and faculty members reserve the right to use electronic means to detect and help prevent plagiarism. Students agree that by taking this course all assignments could be subject to submission either by themselves or by the faculty member for a review of textual similarity to Turnitin.com. Further information about Turnitin can be found on the Turnitin.com Web site.



# Learning Plan

The Learning Plan is a planning guideline. Actual delivery of content may vary with circumstances.

Students will be notified in writing of changes that involve the addition or deletion of learning outcomes or evaluations, prior to changes being implemented, as specified in the Course Outline Policy and Procedure at Durham College.

Wk.	Hours:	3	Delivery:	In Class
1	<b>Course Learning Outcomes</b>			
	CLO1			
	<b>Essential Employability Skills</b>			
	<b>Taught:</b>	EES1, EES2, EES9, EES10, EES11	<b>Practiced:</b>	EES1, EES2, EES9, EES10, EES11
	<b>Intended Learning Objectives</b>			
	Introduction and orientation. Classroom expectations.			
	<b>Intended Learning Activities</b>			
	Guided Discussion. Demonstration of Audio Techniques			
	<b>Resources and References</b>			
	Subject Outline. Course Notes. DC Connect.			
	<b>Evaluation</b>			

<b>Wk.</b>	<b>Hours:</b> 3	<b>Delivery:</b> In Class
2	<b>Course Learning Outcomes</b> CLO1	
	<b>Essential Employability Skills</b> <b>Taught:</b> EES8, EES10, EES11 <b>Practiced:</b> EES1	
	<b>Intended Learning Objectives</b> - digital audio basics	
	<b>Intended Learning Activities</b> Guided Discussion. Demonstration of Audio Techniques	
	<b>Resources and References</b> Subject Outline. Course Notes. DC Connect.	
	<b>Evaluation</b>	
<b>Wk.</b>	<b>Hours:</b> 3	<b>Delivery:</b> In Class
3	<b>Course Learning Outcomes</b> CLO1	
	<b>Essential Employability Skills</b> <b>Taught:</b> EES8, EES10, EES11 <b>Practiced:</b> EES1, EES2, EES4, EES5, EES6, EES8, EES9, EES10, EES11	
	<b>Intended Learning Objectives</b> - digital audio basics continued - editing audio	
	<b>Intended Learning Activities</b> Lecture, guided discussion, demonstration, guided activity, assignment	
	<b>Resources and References</b> Course Notes. DC Connect.	
	<b>Evaluation</b> Assignment: Assignment #1 - Audio Editing	<b>Weighting</b> 10%

<b>Wk.</b>	<b>Hours:</b>	<b>3</b>	<b>Delivery:</b>	<b>In Class</b>
4	<b>Course Learning Outcomes</b> CLO1, CLO4, CLO5			
	<b>Essential Employability Skills</b>			
	<b>Taught:</b>	EES8, EES10, EES11	<b>Practiced:</b>	EES1, EES2, EES4, EES5, EES6, EES8, EES9, EES10, EES11
	<b>Intended Learning Objectives</b> - digital audio levels - stereo vs. mono - audio mixing - working with project files			
	<b>Intended Learning Activities</b> Lecture, guided discussion, demonstration, guided activity, assignment			
	<b>Resources and References</b> Course Notes. DC Connect.			
<b>Evaluation</b>				
<b>Wk.</b>	<b>Hours:</b>	<b>3</b>	<b>Delivery:</b>	<b>In Class</b>
5	<b>Course Learning Outcomes</b> CLO1, CLO4, CLO5			
	<b>Essential Employability Skills</b>			
	<b>Taught:</b>	EES8, EES10, EES11	<b>Practiced:</b>	EES1, EES2, EES4, EES5, EES6, EES7, EES8, EES9, EES10, EES11
	<b>Intended Learning Objectives</b> - adjusting levels and panning over time			
	<b>Intended Learning Activities</b> Lecture, guided discussion, demonstration, guided activity, assignment			
	<b>Resources and References</b> Course Notes. DC Connect.			
<b>Evaluation</b> Assignment: Assignment #2 - Audio mixing				<b>Weighting</b> 10%

<b>Wk.</b>	<b>Hours:</b>	<b>3</b>	<b>Delivery:</b>	<b>In Class</b>
6	<b>Course Learning Outcomes</b> CLO1, CLO4, CLO5			
	<b>Essential Employability Skills</b>			
	<b>Taught:</b>	EES8, EES10, EES11	<b>Practiced:</b>	EES1, EES2, EES4, EES5, EES6, EES7, EES8, EES9, EES10, EES11
	<b>Intended Learning Objectives</b> Test			
	<b>Intended Learning Activities</b> Studio Recording Lecture, guided discussion, demonstration, guided activity, assignment			
	<b>Resources and References</b> Course Notes. DC Connect.			
<b>Evaluation</b>				
<b>Wk.</b>	<b>Hours:</b>	<b>3</b>	<b>Delivery:</b>	<b>In Class</b>
7	<b>Course Learning Outcomes</b> CLO1, CLO2			
	<b>Essential Employability Skills</b>			
	<b>Taught:</b>	EES8, EES10, EES11	<b>Practiced:</b>	EES1, EES2, EES4, EES5, EES6, EES7, EES8, EES9, EES10, EES11
	<b>Intended Learning Objectives</b> - demonstration of recording studio - voice recording. Part #1			
	<b>Intended Learning Activities</b> Studio Recording - continued Lecture, guided discussion, demonstration, guided activity, assignment			
	<b>Resources and References</b> Course Notes. DC Connect.			
<b>Evaluation</b> Assignment: Assignment #3 - Studio Recording			<b>Weighting</b> 10%	

<b>Wk.</b>	<b>Hours:</b>	<b>3</b>	<b>Delivery:</b>	<b>In Class</b>
8	<b>Course Learning Outcomes</b> CLO1, CLO2			
	<b>Essential Employability Skills</b>			
	<b>Taught:</b>	EES8, EES10, EES11	<b>Practiced:</b>	EES1, EES2, EES4, EES5, EES6, EES7, EES8, EES9, EES10, EES11
	<b>Intended Learning Objectives</b> - demonstration of recording studio - voice recording. Part #2			
	<b>Intended Learning Activities</b> Studio Production Time			
	<b>Resources and References</b> Course Notes. DC Connect.			
<b>Evaluation</b>				
<b>Wk.</b>	<b>Hours:</b>	<b>3</b>	<b>Delivery:</b>	<b>In Class</b>
9	<b>Course Learning Outcomes</b> CLO3, CLO4			
	<b>Essential Employability Skills</b>			
	<b>Taught:</b>	EES8, EES10, EES11	<b>Practiced:</b>	EES1, EES2, EES4, EES5, EES6, EES7, EES8, EES9, EES10, EES11
	<b>Intended Learning Objectives</b> - camera audio settings - demonstration of camera recording			
	<b>Intended Learning Activities</b> Lecture, guided discussion, demonstration, guided activity, assignment			
	<b>Resources and References</b> Course Notes. DC Connect.			
<b>Evaluation</b>			<b>Weighting</b>	
Assignment: Assignment #4 - filters and noise reduction			20%	
Assignment: Assignment #5 - Adjusting panning and Levels over time				

<b>Wk.</b>	<b>Hours:</b>	<b>3</b>	<b>Delivery:</b>	<b>In Class</b>
10	<b>Course Learning Outcomes</b> CLO3, CLO4			
	<b>Essential Employability Skills</b>			
	<b>Taught:</b>	EES8, EES10, EES11	<b>Practiced:</b>	EES1, EES2, EES4, EES5, EES6, EES7, EES8, EES9, EES10, EES11
	<b>Intended Learning Objectives</b> - demonstration of camera recording with lavalier microphone			
	<b>Intended Learning Activities</b> Lecture, guided discussion, demonstration, guided activity, assignment			
	<b>Resources and References</b> Course Notes. DC Connect.			
	<b>Evaluation</b> Assignment: Assignment #6 - Camera Recording			<b>Weighting</b> 10%
<b>Wk.</b>	<b>Hours:</b>	<b>3</b>	<b>Delivery:</b>	<b>In Class</b>
11	<b>Course Learning Outcomes</b> CLO3, CLO4, CLO6			
	<b>Essential Employability Skills</b>			
	<b>Taught:</b>	EES8, EES10, EES11	<b>Practiced:</b>	EES1, EES2, EES4, EES5, EES6, EES7, EES8, EES9, EES10, EES11
	<b>Intended Learning Objectives</b> - field recording with external microphones			
	<b>Intended Learning Activities</b> Lecture, guided discussion, demonstration, guided activity, assignment			
	<b>Resources and References</b> Course Notes. DC Connect.			
	<b>Evaluation</b> Assignment: Assignment #7 - External Microphones			<b>Weighting</b> 10%

<b>Wk.</b>	<b>Hours:</b>	<b>3</b>	<b>Delivery:</b>	<b>In Class</b>
12	<b>Course Learning Outcomes</b> CLO3, CLO4, CLO6			
	<b>Essential Employability Skills</b>			
	<b>Taught:</b>	EES8, EES10, EES11	<b>Practiced:</b>	EES1, EES2, EES4, EES5, EES6, EES7, EES8, EES9, EES10, EES11
	<b>Intended Learning Objectives</b> - syncing externally recorded audio with video			
	<b>Intended Learning Activities</b> Lecture, guided discussion, demonstration, guided activity, ongoing assignment			
	<b>Resources and References</b> Course Notes. DC Connect.			
<b>Evaluation</b>				
<b>Wk.</b>	<b>Hours:</b>	<b>3</b>	<b>Delivery:</b>	<b>In Class</b>
13	<b>Course Learning Outcomes</b> CLO1, CLO2, CLO4, CLO5			
	<b>Essential Employability Skills</b>			
	<b>Taught:</b>	EES8, EES10, EES11	<b>Practiced:</b>	EES1, EES2, EES4, EES5, EES6, EES7, EES8, EES9, EES10, EES11
	<b>Intended Learning Objectives</b> - Final Assignment			
	<b>Intended Learning Activities</b> Lecture, guided discussion, demonstration, guided activity, assignment			
	<b>Resources and References</b> Course Notes. DC Connect.			
<b>Evaluation</b>		Assignment: Assignment #8 - External Recorders - Audio/Video sync		<b>Weighting</b> 10%

<b>Wk.</b>	<b>Hours:</b> 3	<b>Delivery:</b> In Class
14	<b>Course Learning Outcomes</b> CLO1, CLO2, CLO4, CLO5	
	<b>Essential Employability Skills</b>	
	<b>Taught:</b> EES8, EES10, EES11	<b>Practiced:</b> EES1, EES2, EES4, EES5, EES6, EES7, EES8, EES9, EES10, EES11
	<b>Intended Learning Objectives</b> - Final Assignment	
	<b>Intended Learning Activities</b> - production time, ongoing assignment	
	<b>Resources and References</b> N/A	
<b>Evaluation</b> Project: Final	<b>Weighting</b> 20%	