

John C. S. Keston  
jkeston@stthomas.edu  
Office Location: OEC 119A  
Office Phone: 651-962-5868  
Classes: ust.johnkeston.com  
Web: www.johnkeston.com  
Skype: johnkeston

### ***COJO 262 Audio Production***

Spring Semester 2018  
Monday and Wednesday  
3:25 PM – 5:00 PM

#### ***Location***

OEC LL13

#### **Office Hours**

Subject to change

Tuesday 10:00 AM – 11:00 AM, 1:00 PM – 3:00PM

Thursday 1:00 PM – 3:00 PM

Additional times available by appointment

(in person, Skype, email, or chat)

#### **Course Description**

An introduction to audio production. Students will produce projects digitally that are designed to acquaint them with genres, styles and production techniques. Production planning, scripting, the use of sound effects, field production, multitrack recording, mixing and editing are covered. Prerequisite: COJO 111 or permission of instructor

#### **Course Objectives**

- Record ambient and incidental sound effects using professional microphones, field recorders, and mixers
- Demonstrate the basics of audio production including, editing, processing, and mixing sound
- Understand signal flow and how it applies to audio hardware and software systems
- Experiment with and illustrate an understanding of signal processing and how it can be used to enhance audio
- Learn how to edit digital audio using an industry standard DAW (Digital Audio Workstation)
- Record, arrange, edit, and mix a multi-tracked audio production that includes dialog, sound effects, and music
- Use a pre-existing MIDI file to remix and produce a royalty free piece of music
- Produce a multi-tracked audio piece that is synchronized to a segment of video available in the public domain

#### **Course Materials**

##### ***Required Texts***

- Various online articles and PDFs to be distributed by the instructor.

##### ***Required Technology***

- A Mac or Windows laptop with Adobe Audition CC installed

- A set of circumaural (over-ear) headphones
- Access to personal shared storage, Blackboard, email, and web documents.
- Trial versions of other software for specific projects

## **Course Website**

The primary site for the class is located at <http://ust.johnkeston.com/category/cojo262>

## **Attendance**

An effective classroom experience depends on everyone involved: faculty and students alike. Therefore, attending class is required in all Communication and Journalism courses. In this class student grades will be reduced by ½ a grade point once more than three absences occur (A to A-). Another ½ grade point reduction will be applied for each additional absence. Any absences will also cause participation points (10% of the total points) to be reduced potentially lowering the final grade.

## **General Expectations**

### ***Deadlines***

Deadlines for class projects must be met to receive the points earned. Late work will only be accepted as a result of documented medical emergencies experienced by the student or an immediate family member.

### ***Respectful behavior***

The best learning takes place in an atmosphere of respect. Therefore, students should arrive to class on time and turn off cell phones and other devices that may distract others. In addition, students should pay full attention to whomever is speaking and refrain from interrupting others during a conversation. Finally, debate is encouraged, but it should be done in a courteous manner.

### ***Academic Integrity***

Cheating and plagiarizing have no educational value. Our department expects all students to do their own work and give proper credit – using an accepted citation style – where credit is due.

### ***Writing***

Good writing is an essential skill in all communication fields. All written work will be graded with an emphasis not only on content but also on mechanical accuracy.

## **Students with Disabilities**

Academic accommodations will be provided for qualified students with documented disabilities including but not limited to mental health diagnoses, learning disabilities, Attention Deficit Disorder, chronic medical conditions, visual, mobility, and hearing disabilities. Students are invited to contact the Disability Resources office about

accommodations early in the semester. Appointments can be made by calling 651-962-6315 or in person in Murray Herrick, room 110. For further information, you can locate the Disability Resources office on the web at <http://www.stthomas.edu/enhancementprog/>.

### Grading

93-100 points:	A
90-92 points:	A-
88-89 points:	B+
83-87 points:	B
80-82 points:	B-
78-79 points:	C+
73-77 points:	C
70-72 points:	C-
68-69 points:	D+
63-67 points:	D
62 points & less:	F

### Definitions

All professors in our department view an “A” grade as work that is truly exceptional. A “B” signifies very good, above-average work; and a “C” signifies competence with an appropriate grasp of the subject matter. A “D” is a passing grade despite deficiencies, and an “F” signifies failure.

### Projects, Points, Due Dates

*Total Points 100*

<i>Title</i>	<i>Points</i>	<i>Due Date</i>
1. Participation (10 points)		NA
- Listening Exercises	4	
- Attendance	6	
2. Exercises (20 points)		
- Looping Experiment	5	2/7
- Needle Drop Library	7	2/21
- Signal Processing Experiments	8	2/28
3. Projects (55 points)		
- Field Recording Library (10)	10	3/7
- Multi-Track Production (15)	15	4/4
- MIDI File Music Production (10)	10	4/18
- Synchronized Audio for Video (20)	20	5/16
4. Tests and Papers (15 points)		
- Audio Technology Research Paper	5	5/9
- Midterm Quiz	10	3/21

### Assignments

See <http://ust.johnkeston.com> for assignments details

### Course Schedule

See <http://ust.johnkeston.com> for day-to-day scheduling

### Important Dates

#### *Important Dates*

Feb 2, 2018 – Last day to add a class without instructor permission

Feb 9, 2018 – Last day to drop a class without notation on record  
Mar 7, 2018 – Last day to designate grading option (Pass/Fail)  
Mar 26 - Apr 2 – Mid-term Break  
Mar 30 - Apr 2 – Easter Break  
Apr 18, 2018 – Last day to withdraw from class without a grade of F  
May 11, 2018 – Classes end  
May 14, 2018 – Study day  
May 16 (Wed.) 1:30 PM - 3:30 PM – Finals Period

## **Weekly Summary**

### *Weekly Summary*

#### **Monday, January 29th / Wednesday, January 31st**

Week 1: Session 1 / Week 1: Session 2

#### **Monday, February 5th / Wednesday, February 7th**

Week 2: Session 1 / Week 2: Session 2

Looping Exercise Due (2/7)

#### **Monday, February 12th / Wednesday, February 14th**

Week 3: Session 1 / Week 3: Session 2

#### **Monday, February 19th / Wednesday, February 21th**

Week 4: Session 1 / Week 4: Session 2

Needle Drop Library Due: Week 4, Session 2 (2/21)

#### **Monday, February 26th / Wednesday, February 28th**

Week 5: Session 1 / Week 5: Session 2

Signal Processing Experiments Due Week 5, Session 2 (2/28)

#### **Monday, March 5th / Wednesday, March 7th**

Week 6: Session 1 / Week 6: Session 2

Field Recording Library Due Week 6, Session 2 (3/7)

#### **Monday, March 12th / Wednesday, March 14th**

Week 7: Session 1 / Week 7: Session 2

#### **Monday, March 19th / Wednesday, March 21st**

Week 8: Session 1 / Week 8: Session 2

Midterm Quiz Due Week 8, Session 1 (3/21)

#### **Monday, March 26th / Wednesday, March 28th**

**Midterm Break**

#### **Wednesday, April 4th**

Week 9: Session 1 / Week 9: Session 2

Multi-Track Production Due Week 8, Session 2 (4/4)

**Monday, April 9th / Wednesday, April 11th**

Week 10: Session 1 / Week 10: Session 2

**Monday, April 16th / Wednesday, April 18th**

Week 11: Session 1 / Week 11: Session 2

MIDI File Music Production Due Week 11, Session 2 (4/18)

**Monday, April 23rd / Wednesday, April 25th**

Week 12: Session 1 / Week 12: Session 2

**Monday, April 30th / Wednesday, May 2nd**

Week 13: Session 1 / Week 13: Session 2

**Monday, May 7th / Wednesday, May 9th**

Week 14: Session 1 / Week 14: Session 2

Audio Technology Research Paper Due Week 14, Session 2 (5/9)

**Wednesday, May 16th**

1:30 PM - 3:30 PM – Finals Period

Synchronized Audio for Video Due (5/16)