# Nashville State Community College
## English, Humanities, & Creative Technologies
## Music Technology

## 2020 Master Course Syllabus

## MST-1360 Digital Audio Production II

(*This master course syllabus template is a general guide for providing an overview of each course offered at Nashville State. Each instructor will further clarify specific criteria for grading, classroom procedures, attendance, exams and dates, etc. on their individual course syllabus. Prompts for individual adaptations are italicized and in parentheses; faculty should remove or replace these prompts when creating master syllabi and their own individual syllabi if they have not been removed previously.*)

This syllabus sets forth the expectations for course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. Students will be notified if any changes are made. Though changes are possible, it is expected that the course will be conducted as described in this syllabus.

## Course Information:

**Course Title:** MST-1360 Digital Audio Production II
**Credits:** 3
**Class Hours:** 2 Class Hours, 2 Lab Hours

**Course Description:** A comprehensive course in software audio effects processors commonly used in digital audio and music production. Emphasis will be placed on the skillful operation and creative use of audio effects processors. **Prerequisite(s):** MST 1240. *Not part of a Tennessee Transfer Pathway*

## Instructor Information:

**Name:**
**Email:**
**Office Phone:**
**Office Location:**
**Office Hours:**

## Required Textbook(s) & Other Materials:
**Textbook(s):** Pro Tools 101: Pro Tools Fundamentals I – Version 12.8, 2017 Edition, NextPoint Training, Frank Cook (Optional) or Pro Tools 101: Pro Tools Fundamentals I, 2020/2021 Edition, by Frand D. Cook, Published by Avid (Optional)
**ISBN:** 978-1943446476 or 978-1-943446-83-4
**Access Code:** To be determined by the instructor.

**Reference Materials:** Internet access outside of normal class hours may be required to complete some homework assignments and quiz activities. Students that do not have Internet access may need to schedule time in the college computer labs. Students will provided access to digital copies of reference guides in the content section of the course shell or at manufacturer websites.

**Supplies:** 8GB or larger USB Flash Drive, 1-2" binder, colored pencils, highlighters or markers.

Once enrolled, all students should verify that they have the correct textbook and materials information by consulting the D2L/NS Online shell for the course. If you are registered with the Access Center and require an alternate format for the textbook and other course materials, please contact the Access Center at 615-353-3721, 615-353-3741, or [accesscenter@nscc.edu](mailto:accesscenter@nscc.edu).

## Digital Course Materials (DCM):

To ensure the lowest cost for students, this course includes a materials fee. This means that some or all of the required textbooks and materials for this course are available through your *NS Online* course shell. When you register for this course, the charge will appear on your account. If you decide you do not want to purchase the course materials embedded in *NS Online*, you can opt out of the program until September 6th, 2020. If you opt out, you will be responsible for obtaining the required course materials on your own.

## Course Outcomes:

Upon successful completion of this course, students should be able to:
1. Integrate and configure audio software and hardware devices to form a properly functioning computer-based digital audio workstation.
2. Navigate audio production software environments.
3. Apply best practices recording techniques to record a variety of audio performances using computer-based audio production software.
4. Import audio elements from a variety of sources.
5. Apply and integrate the use of audio production hardware, software, and engineering techniques in the creation of individual and group projects.
6. Generate audio compact discs and data disks using CD authoring software.

## Course Competencies:

The following are detailed course competencies intended to support the course outcomes:
1. Visually identify audio file types by their file extensions and icons.
2. Visually identify software multi-track recording sessions by their file extensions and icons.
3. Demonstrate the ability to properly configure a Pro Tools session for an audio for video project.
4. Demonstrate the ability to import video files into a Pro Tools Session.
5. Create custom window views in audio software environments.
6. Demonstrate the ability to create markers in a session.
7. Demonstrate the ability to import audio files into a session and align them with events within an imported video.
8. Demonstrate best practices data archival procedures.
9. Demonstrate best practice data management procedures.
10. Demonstrate proper input and recording level practices.
11. Demonstrate the ability punch-in and punch-out in specified locations using a song chart.

12. Demonstrate the effective use of pre- and post-roll capabilities.
13. Demonstrate the effective use of file-based fade-ins, fade-outs, and crossfades.
14. Demonstrate the ability to create musically loopable audio clips from extended stereo music recordings.
15. Demonstrate the ability to copy musical phrases to other appropriate locations in a song.
16. Demonstrate effect use of the Playlists feature when recording and editing audio tracks.
17. Demonstrate the ability to comp vocal performances to achieve musically acceptable results.
18. Demonstrate the effective use of software-based multi-track editing capabilities.
19. Demonstrate the ability to use drum replacement software to replace multi-track recorded drum sounds.
20. Demonstrate the ability to identify pitch issues in a recorded vocal.
21. Demonstrate the ability to use pitch correction software to correct pitch issues in a record vocal.
22. Demonstrate the ability to create a tempo map of a recorded performance.
23. Demonstrate the ability to identify timing issues in a recorded audio performance.
24. Demonstrate the ability to correct timing issues in a recorded audio performance using Beat Detective.
25. Demonstrate the ability to correct timing issues in a recorded audio performance using Elastic Audio.
26. Demonstrate the ability to create interesting and creative musical arrangements using editing tools, plug-ins, samples, loops, and sound libraries.
27. Import and export audio files and other elements.
28. Demonstrate the ability to burn audio and data CDs using a computer and disc burning software.

The following are general education competencies intended to support the course outcomes:
1. Locate, evaluate, and use multiple sources of information to design computer-based recording setups that satisfy various production requirements.
2. Participate as team members and team leaders in the configuration of complex computer-based recording setups.
3. Use critical thinking skills to efficiently and effectively edit raw media elements into professional quality sound productions in a computer-based studio environment.
4. Use and adapt current computer-based studio technologies to create original media and musical productions to industry standards.
5. Apply scientific thought processes to a range of computer-based audio and MIDI signal flow scenarios.

**Topics to Be Covered:**
1. Multi-System and Software Configuration
2. Troubleshooting Data Management Issues
3. Resource Management
4. Interfacing the Desktop Digital Audio System with Analog and Digital Equipment
5. Session Interchange
6. Tempo Mapping
7. Remixing With Samples, Loops, and MIDI

8. Advanced Recording Techniques and Concepts
9. Advanced Desktop Digital Audio Editing
10. Advanced Mixing Techniques and Concepts
11. Drum Editing and Drum Sound Replacement
12. Vocal Comping
13. Pitch Correction (Vocals, Instruments)
14. Cue Mixes
15. Positional Synchronization (SMPTE, ABS, MTC, MIDI Clock)
16. Digital Synchronization (Word Clock, Super Clock, AES, TDIF, etc.)
17. Audio for Video Production

## Course Assessments:
The following performance assessments will be used to demonstrate students' understanding, knowledge, and skills: (*include type and point/percentage breakdown here*)
Class Participation
Worksheets
Assignments
Labs
Projects
Quizzes
Exams

## Grading Policy:
Final grades are based on class participation, worksheets, assignments, labs, projects, quizzes, & exams. These activities will be used to determine mastery of skills and concepts.

## Late Work Policy & Make-up Procedures for Missed Assignments and Work:
Students should contact the instructor regarding opportunities to make-up missed assignments, labs, quizzes, and exams.

## Attendance Policy
The College is not an attendance taking institution as defined by 34 CFR 668.22(b)(1) in the Code of Federal Regulations; however, students are expected to attend all scheduled classes and laboratories.
- Absences in a course may affect a student's final grade.
- Tardiness may also affect a student's final grade.
- Students are responsible for all work/tests that occur during any missed class session(s) regardless of reason(s) for absence.
- Students who are sick or not well enough to attend class must notify the instructor as soon as possible before the scheduled class time, unless incapacitated or unable to do so. In that case, students must contact the instructor as soon as reasonably possible.
- If a student has an unavoidable conflict with a scheduled class session, students must notify the instructor, preferably before the class session, or as soon as possible.

For purposes of financial aid continued attendance is determined via engagement in the course. This can be accomplished in several ways including, but not limited to, continued attendance and/or

participation in on-ground class sessions, participating in D2L as prompted (e.g., responding to an instructor's email, posting to a discussion board), and/or completing and submitting assignments.)

To the extent that attendance is kept in this class it is not for the purpose of the College but is instead associated with the instructor's individual grading rubric. The attendance policy for this class is: *(add attendance policy).*

**Grading Scale:**

| Letter Grade | Percentage Range |
|---|---|
| A | 90-100 |
| B | 80-89 |
| C | 70-79 |
| D | 60-69 |
| F | 0-59 |

Final Grades are calculated using a 1000-point system

| Final Letter Grade | Final Grade Point Range |
|---|---|
| A | 900-1000 |
| B | 800-899 |
| C | 700-799 |
| D | 600-699 |
| F | 0-599 |

FA

According to NSCC policy, an FA is awarded to students who do not officially withdraw from a course and do not attend after the cut-off date provided in the academic calendar.  Please refer to the current academic calendar available on the Nashville State web site, looking for the date that indicates it is the "Last Day to Earn F for Attendance (FA)."  Students who stop attending on or before this date receive an FA; students who stop attending after this date receive an F.

For online courses, attendance is defined by submission of assignments. Students who fail a course and whose last assignment is submitted on or before the FA date will earn an FA for the course. Students who fail a course and whose last assignment is submitted after the FA date will earn an F for the course. An FN is assigned to students who do not submit any assignments.

(*While the above information should appear in all syllabi, faculty are encouraged to make additional statements that would clarify the policy for students and provide the applicable FA date for their section.)*

FN

An FN is awarded to students who never attended class.

**Technology Statement**
- All classes at the College are web enhanced.
- It will be essential for students to have access to a computer and an internet connection to complete assignments, engage in online discussions, and access various course materials through D2L/NS Online course shells.
- Students may also be required to use free video conferencing platforms (ex: Zoom, Teams) for classes and meetings.
- Students will be responsible for appropriate dress while on video, to ensure a distraction free environment (mute sound as needed) and to ensure their background is neutral for others to view.
- If you have questions or concerns regarding access to a computer or internet resources, please contact your instructor. Additional information available: https://www.nscc.edu/current-students/student-online-resources/access-to-internet-and-technology.
- Certain publisher materials may not work on cellphones.

**Computer Labs**

Computers are available for student use at each campus during campus open hours. Open computer lab availability for Fall 2020 may vary from campus to campus.

Students should check NSCC website for current hours of operation.

**D2L/NS Online and myNSCC**

It is students' responsibility to check D2L/NS Online course shells for all enrolled courses and myNSCC, including student email, on a regular basis. These are the official communication channels between the college and students, who are responsible for the information communicated through those channels. D2L/NS Online contains specific course information and myNSCC contains information important for other purposes.

**ADA Compliance Statement**

Nashville State complies with the Americans with Disabilities Act (ADA). If you require accommodations for any courses in which you are enrolled, contact the Access Center at 615.353.3741 or 615.353.3721, or e-mail accesscenter@nscc.edu. If you are registered with the Access Center and require an alternate format for the textbook and other course materials, please contact the Access Center.

**Classroom Misconduct**

Nashville State Community College has a zero-tolerance policy for disruptive conduct in the classroom. Students whose behavior disrupts the classroom will be subject to disciplinary measures. Please review the Nashville State Student Code of Conduct policy. Please be aware that children are not allowed in class or to be left unattended on campus.

**Academic Misconduct**

Any form of academic dishonesty, cheating, plagiarizing, or other academic misconduct is prohibited. Students are responsible for understanding and abiding by the Academic Misconduct Policy in the Nashville State Student Code of Conduct. In addition to other possible disciplinary measures that may be applied through regular college procedures as a result of academic dishonesty, the instructor has the

authority to assign an "F" or a "zero" for the exercise, paper, or examination, or to assign an "F" for the course. Students may appeal through the appropriate college grade appeal procedures.

(*Each instructor will outline his/her expectations for academic integrity and provide individualized information about consequences for academic misconduct.*)

**Academic Early Alert System**

Nashville State Community College uses an Early Alert System to let students know of a faculty member's concern in one or more of these academic areas: lack of attendance, lack of classroom participation, late or missing assignments, and/or poor performance on assignments/tests. *Please note that Early Alerts do not affect a student's academic standing. If you receive an Early Alert email, please see your instructor and your academic advisor as soon as possible.

**RAVE Emergency Alert System**

Emergency events can happen at any time, and Nashville State Community College wants to notify students if and when they occur. For this reason, all students have been enrolled in the free RAVE alert system. If you have not already done so, please log in at https://www.getrave.com/login/nscc to confirm and update your contact information and notification preferences. It is critical that your information be correct so that you will receive any emergency notifications. Your RAVE Username is your NSCC email address. If you've never received an email from RAVE with your password, or if you need to reset your password, select "Forgot your password?" and a new password will be emailed to you. Should the RAVE system indicate "user not found", select Register and create your own RAVE account.

**Student Wellness**

- The general well-being of students is an important component of their academic success.  With this in mind, Nashville State Community College has several resources available to provide support when needed:
  - Students with general, non-academic questions and concerns about COVID-19 may email virusinfo@nscc.edu.
  - Five free telephone therapy sessions are available via Agape Counseling by calling 615-781-3000.
  - Online tutoring is available via NetTutor within the D2L course shells.
  - A comprehensive list of online student resources may be found at https://www.nscc.edu/current-students/student-online-resources
  - A comprehensive list of student support services may be found at https://www.nscc.edu/current-students/on-campus-resources/student-support-services

**Equity Statement**

Nashville State Community College has a relentless commitment to the transformation of our institution through the intentional design of college experiences that expect and promote excellence from students, faculty, staff and administration. We consider equity to be an obligation of higher education. We strive to ensure that each student receives what that student needs to be successful, with goals of success beyond the classroom. We do this through an evidence-based and collaborative effort, understanding that our student population has diverse needs that must be addressed. We recognize

that this effort may not always be comfortable and that partnering with students is the driving force to overcome barriers to success.

## Inclement Weather & Campus Closings

Nashville State will use the RAVE alert system to send a text message to students, staff, and faculty about adjusted hours of operation and/or closings at individual campuses. All students should check the Nashville State web site home page at www.nscc.edu for announcements on campus closures, which may vary from campus to campus. Campus closures will also be announced on local television stations. Students should use their own best judgment in determining whether to report to campus during inclement weather when classes are not cancelled.

Even when campuses are closed, students are still responsible for completing all assigned work. When classes are cancelled, faculty will post online assignments and any additional instructions in the D2L/NS Online course shell.  Check D2L/NS Online for a message from your instructor regarding your online assignment requirements.  Faculty have discretion over adjusting deadlines or due date for assignments, but students are responsible for completing all assigned work by the due date established by the instructor.

## Class Cancellation Policy

If the class is cancelled, the instructor will notify all students by posting in the D2L/NS Online course, e-mailing through D2L/NS Online, and/or by posting a sign on the classroom door. In the event of class cancellation, students must access D2L/NS Online to complete classwork and the assignment that will be posted in the course D2L site.

## Communication Statement

In this time of uncertainty due to COVID-19, communication between student and faculty is key. At times, situations arise for one or both that makes that communication difficult or delayed. This can include but is not limited to health issues and/or problems with technology.  If you have attempted to contact your instructor, and have waited the turnaround time as outlined in the syllabus but have not yet received a response, please reach out for additional support using this survey:

https://forms.gle/1KaARx6NzifXHxK98