N255 INTRODUCTION TO DIGITAL SOUND
Fall 2013
8/21/13 – 12/11/13

Lecture – Section 31699, Wednesday 6:00pm – 8:40pm, Room: IT 270
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*Both Instructor and TA can be reached via Oncourse Email or Messaging
*Note: This syllabus is subject to change at anytime.

Course Description:
This course is an introduction to sound and practice. You will learn basic sound theory and editing techniques for voice, music, and sound effects. You will learn how to listen to sound correctly and start to recognize good sound practice.

Required Text
Audition CS6 Essential Training – Lynda.com

Equipment needed
- USB memory stick (8G minimum) or portable hard drive to save your work or use your laptop. 8Gig runs about $12 4Gig will work if that is all you can get.
- Personal headphones: You will need to supply your own headphones in the lab for website viewing. These headphones need to be better than average so you can hear the sound clearly. Examples Sony MDR-XD200 ($30), Yamaha RH3C ($35), Sennheiser eH 150 ($45), or AKG K77 ($50). In-ear MP3-player style headphones are not acceptable.

Software Employed
Adobe Audition CS6, Microsoft Office

Pre-requisite: None

Course Outcomes:
By the end of the course, the students will have:
- Understand fundamentals of sound
- Learn to listen to sound, music and effects
- Import/Export sound from Adobe Audition
- Edit sound using Adobe Audition
- Add effects to sound tracks
- Create single/multi-track projects

IUPUI PULs:
This course incorporates the IUPUI Principles of Undergraduate Learning, in the areas of Critical thinking and Application of knowledge. Intellectual depth, breadth, and adaptive-ness will be a secondary PUL learned throughout the course.

Student Accommodations
Students needing accommodations because of a disability will need to register with Adaptive Educational Services (AES) and complete the appropriate forms issued by AES before accommodations will be given. The AES office is located in Taylor Hall, UC
100. You can also reach the office by calling 274-3241.

Visit http://aes.iupui.edu/ for more information.

Accordingly, "no qualified individual with a disability shall, by reason of such disability, be either excluded from participation in or be denied the benefits of the services, programs, or activities" of Indiana University-Purdue University Indianapolis. Please be aware, “faculty and staff are prohibited from discriminating or retaliating against any individual who has opposed any act or practice that the individual believes is discriminatory, or because the individual made a charge, testified, assisted, or participated in any manner in an OCR or EEOC investigation.” Moreover, university faculty and staff shall not coerce, intimidate, threaten, or interfere with any individual in the exercise of enjoyment of the protections or rights granted by Section 504 or Title II. We thank you in advance for your compliance in this endeavor. If you have any questions, comments or concerns about this reaffirmation, please do not hesitate to contact either the Office of Equal Opportunity at 274-2306 or by e-mail at affaindy@iupui.edu or Adaptive Educational Services at 274-3241 or by e-mail at aes@iupui.edu.

Dominic Dorsey II, M.S.Ed Assistant Director of ADAAA Compliance and Services
Office of Equal Opportunity/Adaptive Educational Services

Expectations/Guidelines/Policies

- **Attendance:** This class meets (1) time(s) per week. You are expected to attend every class. Attendance is required. Failure to attend class could result in a reduction or failing grade. An attendance sheet will be passed around and your signature is confirmation that you will receive credit for that day’s attendance. (10 points if you attend, 0 points if you miss). If you miss 4 or more classes without an excuse you will be administratively withdrawn.

- **Assignments & Projects:** There are (4) homework assignments and 1 Final & 1 Mid-term; homework is worth 400 points, final is worth 100, Mid-term is worth 100. Final Project is worth 200. Late assignments & projects will be automatically reduced by 50% and only accepted one day late. After which getting points for an assignment or project is left up to the instructor.

All students are responsible for reading, understanding, and applying the Code of Student Rights, Responsibilities and Conduct and in particular the section on academic misconduct. Refer to The Code > Responsibilities > Academic Misconduct at http://www.indiana.edu/~code/. All students must also successfully complete the Indiana University Department of Education “How to Recognize Plagiarism” Tutorial and Test. https://www.indiana.edu/~istd You must document the difference between your writing and that of others. Use quotation marks in addition to a citation, page number, and reference whenever writing someone else’s words. To detect plagiarism instructors apply a range of methods, including Turnitin.com.

http://www.ulib.iupui.edu/libinfo/turnitin.

**OTHER POLICIES**

1. **IUPUI course policies:** A number of campus policies governing IUPUI courses may be found at the following link: http://registrar.iupui.edu/course_policies.html

2. **Bringing children to class:** To ensure an effective learning environment, children are not permitted to attend class with their parents, guardians, or childcare providers.
3. **Disabilities Policy**: In compliance with the Americans with Disabilities Act (ADA), all qualified students enrolled in this course are entitled to reasonable accommodations. Please notify the instructor during the first week of class of accommodations needed for the course. Students requiring accommodations because of a disability must register with Adaptive Educational Services (AES) and complete the appropriate AES-issued before receiving accommodations. The AES office is located at UC 100, Taylor Hall (Email: aes@iupui.edu, Tel. 317 274-3241). Visit [http://aes.iupui.edu](http://aes.iupui.edu) for more information.

**The Mission of IUPUI is to provide for its constituents excellence in**
- Teaching and Learning
- Research, Scholarship, and Creative Activity
- Civic Engagement

**With each of these core activities characterized by**
- Collaboration within and across disciplines and with the community
- A commitment to ensuring diversity, and
- Pursuit of best practices

IUPUI’s mission is derived from and aligned with the principal components – Communities of Learning, Responsibilities of Excellence, Accountability and Best Practices – of Indiana University’s Strategic Directions Charter.

**Statement of Values**
IUPUI values the commitment of students to learning; of faculty to the highest standards of teaching, scholarship, and service; and of staff to the highest standards of service. IUPUI recognizes students as partners in learning. IUPUI values the opportunities afforded by its location in Indiana’s capital city and is committed to serving the needs of its community. Thus, IUPUI students, faculty, and staff are involved in the community; both to provide educational programs and patient care and to apply learning to community needs through service. As a leader in fostering collaborative relationships, IUPUI values collegiality, cooperation, creativity, innovation, and entrepreneurship as well as honesty, integrity, and support for open inquiry and dissemination of findings. IUPUI is committed to the personal and professional development of its students, faculty, and staff and to continuous improvement of its programs and services.

**Academic Honesty**
All students in New Media should aspire to high standards of academic honesty. This class encourages cooperation and the exchange of ideas. However, students are expected to do their own work.

**Plagiarism** (adapted from the definition by the School of Liberal Arts)
Plagiarism is the use of the work of others without properly crediting the actual source of the ideas, words, sentences, paragraphs, entire articles, music or pictures. Using other students’ work (with or without their permission) is still plagiarism if you don’t indicate who initially did the work. Plagiarism, a form of cheating, is a serious offense and will be severely punished. When an instructor suspects plagiarism, he/she will inform the student of the charge; the student has the right to respond to the allegations. Students whose work appears to be plagiarized may be asked to produce earlier drafts of the work. Students should, for this reason and as a protection in cases of lost papers, diskettes, retain rough drafts, notes and other work products for 2 or 3 weeks after the end of each semester. The penalties for plagiarism include reprimands, being failed for a particular exam, paper, project or the entire course, disciplinary probation, or dismissal. Faculty, after consulting with their chair and.
dean must notify students in writing of their decision. Students have the right to appeal such decisions by submitting a petition.

**Liability Warning**
Your student ID and password are private! Under no circumstance are you to give them out to anyone. If another person uses your ID or password you will be held personally responsible for any and all activity on your computer account. If plagiarism is involved you run the risk of being dismissed from the school. If a computer or software is damaged you are responsible for repair and replacement. Loaning out your ID or password involves too much risk.

**Policies**
There are a number of campus-wide policies governing the conduct of courses at IUPUI. These can be found at [http://registrar.iupui.edu/course_policies.html](http://registrar.iupui.edu/course_policies.html)

“Children are not permitted to attend class with parents, guardians, or childcare providers. This conduct has the effect of unreasonably interfering with an individual’s work or academic performance creating an offensive learning environment.”

“A student must not violate course rules as contained in a course syllabus, which are rationally related to the content of the course or to the enhancement of the learning process in the course.” [Code of Student Rights, Responsibilities, and Conduct, page 29]

**Email Policy**
Email shall be considered an appropriate mechanism for official communication by Indiana University. The University reserves the right to send official communications to students by email with the full expectation that students will receive email and read these emails in a timely fashion. Students are expected to check their email on a frequent and consistent basis in order to stay current with university-related communications. Students must insure that there is sufficient space in their accounts to allow for email to be delivered. Students have the responsibility to recognize that certain communications may be time-critical. Students who choose to have their email forwarded to a private (unofficial) email address, outside the official university network address, do so at their own risk. The University is not responsible for any difficulties that may occur in the proper or timely transmission or access of email forwarded to any unofficial email address, and any such problems will not absolve students of their responsibility to know and comply with the content of official communications sent to students’ official IU email addresses.

**Lecture**
Attendance is required. This will be the time when class demonstrations and guest speakers will be covering the aspects of the class that will be pertinent to the requirements of the class. Material covered may require advanced reading and it is up to the student to keep in touch with the project handouts for specific reading assignments. If you miss a lecture, get notes from classmates.

**Assignments**
Assignments will be presented and discussed during the lecture portion of the class. These assignments will then be executed in the laboratory portion or at home. You are expected to be present in the lab to receive credit for work completed. **Late lab assignments will not be accepted after the due date** unless prior arrangements with the instructor have been made. Assignments will be uploaded or collected by the instructor on the due date. Outside time may be required to complete some exercises
and assignments. You are responsible for managing and maintaining your files from lab sessions. Make back-ups as necessary.

### Grading Information:

**Homework Assignments**

- 4 @ 100 points each  
  Total = 400 points

**Mid-term**

Total = 100 points

**Final Project**

Total = 200 points

**Final Test**

Total = 100 points

**Attendance**

16 @ 10 points each  
Total = 160 points

**Participation**

40  
Total = 40 points

**Total Possible Points = 1000**

### Grading scale [points]

- 970 - 1000 = A+
- 930 - 969 = A
- 900 – 929 = A-
- 870 - 899 = B+
- 830 - 869 = B
- 800 - 829 = B-
- 770 - 799 = C+
- 730 - 769 = C
- 700 - 729 = C-
- 670 - 699 = D+
- 630 - 669 = D
- 600 - 629 = D-
- 0–599 = F

### Projects:

**Project 1:** You will be given an audio clip of a person speaking. You will import this audio file into Audition, and then edit the audio in a correct manner. You will edit the audio taking the pops, pauses and anything else in the audio out to make the overall voice seamless in reading.

**Project 2:** You will be given 3 different audio clips. You will then edit them adding reverb and controlling the sound quality of the audio clips. You can also use other effects as well.

**Project 3:** Here you will be given an audio recording that has a lot of noise in the background as well as pauses and pops. You will need to edit the piece using techniques from previous assignments and the current ones learned in class to deliver a good quality piece. You will reduce the noise level and eliminate the pauses and pops as well.
Project 4: For this project you will be creating a retro sounding radio broadcast. Basically making a 1950’s radio broadcast using effects and effects loops. You will record a voice and add that to the radio broadcast.

Final Project: This is a team project. This is to be determined.