

**MUSI 4128.001**  
**Class Number 82738**  
**Studio: FA 301**

**ADVANCED**  
**RECORDING**  
**TECHNIQUES**  
**Fall 2014 Syllabus**

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**Faculty Profile:** [www.micahhayes.com/facultyprofile](http://www.micahhayes.com/facultyprofile)

**Prerequisite:** MUSI 4326 (Recording Techniques III). Must be a junior or senior and receive permission from instructor.

**Description:** This course gives further study and practical studio work for students who have successfully completed the required recording techniques sequence (MUSI 3394, 4390, 4325 and 4326) utilizing Studio 301 in an independent study format.

**Office Hours:** Thursdays from 1pm-1:50pm and Wednesdays from 3pm-4pm. I am also available at other times by appointment (contact me via email).

**Attendance:** see Assignment.

**Assignment:** This course is an independent study course. Students will meet as a class twice during the semester. The first meeting will be halfway through the semester (date tba) and the whole class will all listen to the work you have completed thus far (please have something to play by then). The second and final meeting is when you will turn in your final assignment, which will consist of:

**Grading:** Pass or Fail

**Student Learning Outcomes:** After successfully completing this course, students will:

- Have a better understanding of audio production and engineering
- Have made more recordings for a future demo reel to use in future job placement

**Communication:** I will communicate important information with you via email using the email address you have set up in the MyMav system. You will be held responsible for the information sent there, so ensure you check this email address DAILY. If you need assistance with MyMav, you may contact the Office of Information Technology (<http://oit.uta.edu>).

**Important Links:**

[www.aes.org](http://www.aes.org) – Audio Engineering Society homepage

[www.gearslutz.com](http://www.gearslutz.com) – An online forum with all sorts of great information on all kinds of gear

[www.tonmeister.ca](http://www.tonmeister.ca) – The website of Geoff Martin which includes his book *Introduction to Sound Recording*

**AMERICANS WITH DISABILITIES ACT:** The University of Texas at Arlington is on record as being committed to both the spirit and letter of federal equal opportunity legislation; reference Public Law 93112 -- The Rehabilitation Act of 1973 as amended. With the passage of new federal legislation entitled Americans With Disabilities Act - (ADA), pursuant to section 504 of The Rehabilitation Act, there is renewed focus on providing this population with the same opportunities enjoyed by all citizens. As a faculty member, I am

required by law to provide **"reasonable accommodation"** to students with disabilities, so as not to discriminate on the basis of that disability. Student responsibility primarily rests with **informing faculty at the beginning of the semester and in providing authorized documentation through designated administrative channels.**

**ACADEMIC INTEGRITY:** At UT Arlington, academic dishonesty is completely unacceptable and will not be tolerated in any form. All students enrolled in this course are expected to adhere to the UT Arlington Honor Code: *I pledge, on my honor, to uphold UT Arlington's tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence. I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.* Instructors may employ the Honor Code as they see fit in their courses, including (but not limited to) having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents' Rule* 50101, §2.2, suspected violations of university's standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student's suspension or expulsion from the University.

**STUDENT SUPPORT SERVICES AVAILABLE:** The University of Texas at Arlington supports a variety of student success programs to help you connect with the University and achieve academic success. These programs include learning assistance, developmental education, advising and mentoring, admission and transition, and federally funded programs. Students requiring assistance academically, personally, or socially should contact the Office of Student Success Programs at 817-272-6107 for more information and appropriate referrals.

**DROP POLICY:** Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. Students will not be automatically dropped for non-attendance. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (<http://wweb.uta.edu/ses/fao>).

**STUDENT FEEDBACK SURVEY:** At the end of each term, students enrolled in classes categorized as lecture, seminar, or laboratory shall be directed to complete a Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student's feedback enters the SFS database anonymously and is aggregated with that of other students enrolled in the course. UT Arlington's effort to solicit, gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit <http://www.uta.edu/sfs>.

**ELECTRONIC COMMUNICATION:** UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox DAILY. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>.

**FINAL REVIEW WEEK:** A period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week unless specified in the class syllabus. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are

held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

**EMERGENCY EXIT PROCEDURES:** Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit, which is located near FA 302. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist handicapped individuals.

**TITLE IX:** The University of Texas at Arlington is committed to upholding U.S. Federal Law “Title IX” such that no member of the UT Arlington community shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity. For more information, visit [www.uta.edu/titleIX](http://www.uta.edu/titleIX).