**Fall 2017**

**BCMN 3355 - 001**

**Broadcast Announcing**

INSTRUCTOR: Melanie A. Mason

OFFICE: FA 151 (Shared office with Dr. Dennis M Maher)

PHONE 817-272-2163 (Please **do not** ask to be connected to Dr. Maher's Office)

EMAIL [mamason@uta.edu](mailto:mamason@uta.edu)

**Faculty Profile:** <https://www.uta.edu/mentis/public/#profile/profile/view/id/1366/category/1>

TEXTBOOKS: REQUIRED

**The Articulate Voice**

Lynn K. Wells

**Broadcast Announcing Worktext, Fourth Edition:**

**A Media Performance Guide**

Alan Stephenson. David Reese. Mary Beadle

OFFICE HOURS: Virtual by request

Appointments strongly suggested

Student Learning Outcomes:

SPECIFIC OBJECTIVES OF THE COURSE: Students successfully completing this course will be able to:

* recognize that speech is an overlaid function;
* identify and label the essential parts of the breathing and vocal mechanisms;.
* recognize and begin to develop good diaphragmatic breathing habits;
* define vocal quality and recognize the primary vocal descriptors as breathy, strident,
* harsh, vocal fry, nasal, denasal, throaty, glottal shock and hoarse;
* list methods for addressing flaws in vocal quality;
* record vocal exercises and respond to instructor feedback to improve vocal
* projection;
* recognize that the International Phonetic Alphabet (IPA) is a sound symbol system
* and implement via transcriptions;
* explain the differences among common consonant and vowel sounds as well as
* associate each sound with the appropriate IPA symbol;
* discuss the relationship between Standard American speech and other dialects
* spoken in the United States and
* diagnose and address common articulatory errors including omissions, additions,
* substitutions, reversals, distortions and misplaced accents.

**ASSIGNMENTS: 40%**

### Evaluation Forms

Discussion Posts

Written Assignments

Recording Assignments

Tests

Consonant 15 %

Vowel 15%

Semester Project - Podcast 20% and Metacognitive Essay 10%

EVALUATION:

**COURSE GOALS:**

Can one become completely proficient in broadcast performance skills in a single semester by reading a couple of books and completing a few assignments? The answer is simple - no; however, one can gain vital information on how to *improve* his or her performance. In addition, we will embark on a program designed to improve the quality of the individual's speech; including enunciation, articulation, pronunciation, and the fundamentals of voice production. The phonetic alphabet will be used as a visual means of teaching auditory differences. Interviewing, radio and television news, and commercial announcing are some of the topics covered in this course, which will allow students to polish their skills through performances in the University television studio and audio booths.

**NOTE:** This is an upper-level advanced class.  Presentation skills, talent level, participation, and broadcast technique will be expected from each and every member of the class, and will be graded at that level.  **Nonprofessional behavior such as habitual lateness or improper preparedness will not be tolerated.**

**Attendance Policy:**

Regular attendance is expected, even for an online class. Absences will be excused only under the following circumstances:

Absence while under a doctor’s care (written documentation required);

Absence due to participation in an authorized college activity (advance notification and written documentation required);

Absence due to attendance at legal proceedings requiring your presence (advance notification and written documentation required); and/or

Absence due to the death or serious illness of an immediate family member (written documentation required).

**I consider an excused absence one in which the absence is beyond your control. (For example, the time of a check up or a dental appointment can be controlled).  I will not excuse an absence in which you have to take somebody else to the doctor, hospital, dentist, court, etc.  That is why I give you an opportunity for unexcused absences.  Use them wisely. Documentation is ASAP after you return to class.   An excused note will only excuse one day of absence unless a memo is attached explaining why multiple dates should be excused.**

**Missed/Late Assignments:**

* ***If you miss class, please consult with one of your fellow students for the notes and/or homework.  You should contact me AFTER you have tried contacting multiple classmates multiple times.***
* Assignments are due at the beginning of the hour.  It is late after that.
* If you miss a class the day an assignment is due, you must get the work to me BEFORE class.  “I got your address wrong” or “my e-mail wasn’t working” will not be accepted as reasons for late assignments.
* *If* work is accepted late, it will be 10% off for every day it is late.  There are some exceptions for excused absences.
* Your computer crashing, printer not working, etc. will never be accepted as excuses for late work.  It is your responsibility to begin work early enough to accommodate unforeseen circumstances.

If you fade out of the course it is **your responsibility** to drop officially. You will **NOT**

be dropped for non-attendance.

**Expectations for Out-of-Class Study**: A general rule of thumb is this: for every credit hour earned, a student should spend 3 hours per week working outside of class. Hence, a 3-credit course might have a minimum expectation of 9 hours of reading, study, etc.

**IMPORTANT INFORMATION:**

**PLEASE READ AND RETAIN FOR YOUR RECORDS**

**Grade Grievances**: Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current undergraduate / graduate catalog. Via UTA website: “In attempting to resolve any student grievances regarding grades, it is the student’s obligation first to make a serious effort to resolve the matter with the individual with whom the grievance originated. Individual course instructors retain primary responsibility for assigning grades. The instructor’s judgment is final unless compelling evidence shows discrimination, preferential treatment or procedural irregularities. If students wish to appeal, their request must be submitted in writing—on an appeal form available in departmental or program offices—to the department chair or program director. The student has one calendar year from the date the grade is assigned to initiate the grievance. The normal academic channels are department chair or program director and then academic dean. However, before considering a grievance, the department chair or program director will refer the issue to a departmental or program committee of faculty. If the student does not find the committee’s decision acceptable, the student may appeal to the academic dean. The decision of the dean is final. Information specific to the procedures to be followed in each academic unit is available in the office of the academic dean.

The dean of the college or school in which a student is enrolled, or the Executive Director of University College if the student has not declared a pre-major or major, has jurisdiction over the student’s program of study, degree requirements and all other academic matters including grievances. However, students taking a course in a college or school other than the one in which they are primarily registered are subject to the dean of the college or school in which the course is offered concerning the course and academic grievances regarding the course.  
For issues involving scholastic dishonesty, see the Academic Dishonesty entry in this section of the catalog.”

**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/aao/fao/>).

**Americans with Disabilities Act:** The University of Texas at Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including the *Americans with Disabilities Act (ADA)*. All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Any student requiring an accommodation for this course must provide the instructor with official documentation in the form of a letter certified by the staff in the Office for Students with Disabilities, University Hall 102. Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability) or by calling the Office for Students with Disabilities at (817) 272-3364.

**Title IX Policy:** The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated.*For information regarding Title IX, visit* [www.uta.edu/titleIX](http://www.uta.edu/titleIX) or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or [jmhood@uta.edu](file:///C:\Users\mmm95\Downloads\jmhood@uta.edu).

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**Academic Integrity:** 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.*

UT Arlington faculty members 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**:UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to [resources@uta.edu](mailto:resources@uta.edu), or view the information at [www.uta.edu/resources](http://www.uta.edu/resources).

**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 regularly. 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>.

**Campus Carry:** Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit <http://www.uta.edu/news/info/campus-carry/>

**Student Feedback Survey:** At the end of each term, students enrolled in classes categorized as “lecture,” “seminar,” or “laboratory” shall be directed to complete an online 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>.

**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.

**The IDEAS Center (**2nd Floor of Central Library) offers **free** tutoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. To schedule an appointment with a peer tutor or mentor email [IDEAS@uta.edu](mailto:IDEAS@uta.edu) or call (817) 272-6593.

**The English Writing Center (411LIBR)**: The Writing Center Offers free tutoring in 20-, 40-, or 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Our hours are 9 am to 8 pm Mon.-Thurs., 9 am-3 pm Fri. and Noon-6 pm Sat. and Sun. Register and make appointments online at http://uta.mywconline.com. Classroom Visits, workshops, and specialized services for graduate students are also available. Please see [www.uta.edu/owl](http://www.uta.edu/owl) for detailed information on all our programs and services.

The Library’s 2nd floor Academic Plaza offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the library’s hours of operation. <http://library.uta.edu/academic-plaza>

**Librarian to Contact:**  Communication [Rafia Mirza](http://libguides.uta.edu/profile.php?uid=5641) 817-272-7428 [rafia@uta.edu](mailto:rafia@uta.edu).

<http://www.uta.edu/library/services/distance.php>

Library Home Page <http://www.uta.edu/library>

Subject Guides <http://libguides.uta.edu>

Subject Librarians <http://www-test.uta.edu/library/help/subject-librarians.php>

Database List <http://www-test.uta.edu/library/databases/index.php>

Course Reserves <http://pulse.uta.edu/vwebv/enterCourseReserve.do>

Library Catalog <http://discover.uta.edu/>

E-Journals <http://utalink.uta.edu:9003/UTAlink/az>

Library Tutorials <http://www.uta.edu/library/help/tutorials.php>

Connecting from Off- Campus <http://libguides.uta.edu/offcampus>

Ask A Librarian <http://ask.uta.edu>