**Spring 2019**

**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

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

TEXTBOOKS: REQUIRED

**The Articulate Voice**

Lynn K. Wells

OFFICE HOURS: Virtual by request – I may be reached via Blackboard IM, Google Voice (Text and VM), Skype and in person appointments.

I am a completely online educator and not on campus on any set schedule but will be happy to meet with you on campus. Please contact me for a specific appointment.

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 & recognize 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 & respond to instructor feedback to improve vocal projection;
* recognize that the International Phonetic Alphabet (IPA) is a sound symbol system
* 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
* 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 30%

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 improper preparedness will not be tolerated.**

**Attendance:**  Students must attend class if they are to be well prepared for the workplace. Online courses are no different from traditional classroom courses in this regard. Online students are subject to the same attendance policy and procedures as traditional students.

**To document the initial enrollment in an online course, students are required to complete an** “**Enrollment Activity Assignment”. This assignment MUST be completed by the date designated by the instructor in the course.**

Attendance in online courses is defined as active participation in the course as described in the individual course syllabus. Online courses will, at a minimum, have weekly assignments to record student participation, which can be documented by any or all of the following methods:

* Completion of tests
* Submission/completion of assignments
* Participation in Discussion Forums

**Other Requirements:** Students are required to have the requisite technology to access and perform in an online environment. Please see syllabus for instructions to discern your computers compatibility with UTA’s Blackboard. For this class, a microphone and webcam are also required.

Professional Courtesy: You are expected to exhibit professional behavior at all times in this class. Professionalism includes, but is not limited to, the following: respecting others’ rights to express their opinions, even if you do not agree with them and maintaining a positive demeanor about your assignments.

Participation: This course requires extensive participation in class. Commitment, concentration, and energy are required in order to achieve the full benefit of the exercises. Please be prepared to participate fully.

Practice: This is a course that requires consistent work if you are serious about improving your voice and diction. I suggest you spend a minimum of 30 minutes per day to do the exercises and practice.

Textbook Readings: You are responsible for reading designated textbook chapters prior to the class period for which they are listed on the syllabus. You will need the information to participate in class on that day. The textbook is required for this class, and you will need to purchase it no later than the first week of class.

**Grading**: Grades in this class are not competitive. At no time will your performance be compared with your classmates’. Please be advised that completing an assignment does not guarantee any particular grade - an “A” does not represent “average” performance. Grades will represent the following: A = Truly Exceptional, B = Above Average, C = Average grade, D = Below Average, F = Unacceptable. Focus on doing the best job of which you are capable, access Blackboard regularly, practice daily, and complete assignments responsibly and in a timely manner to earn the best possible grade in the course.

**Missed/Late Assignments:**

* Assignments are due at the assigned deadline. It is late after that. *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

**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 catalog. For more information, see [Student Grievance Procedures.](http://wweb.uta.edu/catalog/content/general/academic_regulations.aspx#19)

**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/).](http://wweb.uta.edu/aao/fao/)

**Disability Accommodations:** UTArlington 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), The Americans with Disabilities Amendments Act (ADAAA),* and *Section 504 of the Rehabilitation Act.* 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 disability. Students are responsible for providing the instructor with official notification in the form of **a letter certified** by the Office for Students with Disabilities (OSD).Only those students who have officially documented a need for an accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:

**The Office for Students with Disabilities, (OSD)** [www.uta.edu/disability o](http://www.uta.edu/disability)r calling 817-272-3364. 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)

Counseling and Psychological Services, (CAPS) [www.uta.edu/caps/ o](http://www.uta.edu/caps/)r calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

**Non-Discrimination Policy:** *The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit* [*uta.edu/eos.*](http://www.uta.edu/hr/eos/index.php)

**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 o](http://www.uta.edu/titleIX)r contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 2727091 or jmhood@uta.edu.

**Academic Integrity:** Students enrolled all UT Arlington courses 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 in their courses by 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. Additional information is available at [https://www.uta.edu/conduct/.](https://www.uta.edu/conduct/)

**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.](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 face-to-face and online classes categorized as “lecture,” “seminar,” or “laboratory” are 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 via the SFS database is aggregated with that of other students enrolled in the course. Students’ anonymity will be protected to the extent that the law allows. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit [http://www.uta.edu/sfs.](http://www.uta.edu/sfs)

**Final Review Week:** for semester-long courses**,** 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.

**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](http://www.uta.edu/universitycollege/current/academic-support/learning-center/tutoring/index.php)[, major-based learning centers,](http://www.uta.edu/universitycollege/resources/college-based-clinics-labs.php) developmental education, [advising and mentoring,](http://www.uta.edu/universitycollege/resources/advising.php) personal counseling, and [federally funded programs.](http://www.uta.edu/universitycollege/current/academic-support/mcnair/index.php) 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, or view the information at [http://www.uta.edu/universitycollege/resources/index.php.](http://www.uta.edu/universitycollege/resources/index.php)

**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 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 f](http://www.uta.edu/owl)or 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>

**Emergency Phone Numbers**: In case of an on-campus emergency, call the UT Arlington Police Department at **817-272-3003** (non-campus phone), **2-3003** (campus phone). You may also dial 911. Nonemergency number 817-272-3381

# Library Home Page [library.uta.edu](http://library.uta.edu/)

**Resources for Students**

## Academic Help

Academic Plaza Consultation Services [library.uta.edu/academic-plaza](http://library.uta.edu/academic-plaza)

Ask Us [ask.uta.edu/](http://ask.uta.edu/)

Library Tutorials [library.uta.edu/how-to](http://library.uta.edu/how-to)

Subject and Course Research Guides [libguides.uta.edu](http://libguides.uta.edu/)

Subject Librarians [library.uta.edu/subject-librarians](http://library.uta.edu/subject-librarians)

## Resources

A to Z List of Library Databases [libguides.uta.edu/az.php](http://libguides.uta.edu/az.php)

Course Reserves [pulse.uta.edu/vwebv/enterCourseReserve.do](http://pulse.uta.edu/vwebv/enterCourseReserve.do)

FabLab [fablab.uta.edu/](http://fablab.uta.edu/)

Special Collections [library.uta.edu/special-collections](http://library.uta.edu/special-collections)

Study Room Reservations [openroom.uta.edu/](http://openroom.uta.edu/)

As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course.

Melanie A Mason.

Please note Chapters in the "Broadcast Announcing Worktext" will be assigned beginning Week 3

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|  COURSE SCHEDULESpring 2018BCMN 3355.001 |
| **Week #** | **Lesson** | **Topics Covered** |
|  1A and 1   | Chapter 1Articulate Voice | Introduction to courseStudent ProfileWeekly Evaluationsand Assignments |
| 2 | Chapter 2 | Weekly Evaluationsand Assignments |
| 3 | Chapter 3 | Weekly Evaluationsand Assignments |
| 4 | Chapter 4 | Weekly Evaluationsand Assignments |
| 5 | Chapter 5 | Weekly Evaluationsand Assignments |
| 6  | Chapter 6 | Weekly Evaluationsand Assignments |
| 7  | Chapter 10 | Weekly Evaluationsand Assignments |
| 8 |  Chapter 10 | TEST 1Weekly Evaluationsand Assignments |
| 9 | Spring Break |   |
| 10  | Chapter 9 | Weekly Evaluationsand Assignments |
| 11 | Chapter 9 | Weekly Evaluationsand Assignments

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| --- |
| TEST 2 |
|  |

 |
| 12 | Chapter 7 | Weekly Evaluationsand Assignments |
| 13 |  Chapter 8 | Weekly Evaluationsand Assignments |
| 14 | Project Work Podcast | Weekly Evaluations andAssignments |
| 15 | Project Work Podcast | Weekly Evaluationsand Assignments |
| 16 | Finals | Final Project and Metacognitive Essay due |

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FabLab [fablab.uta.edu/](http://fablab.uta.edu/)

Special Collections [library.uta.edu/special-collections](http://library.uta.edu/special-collections)

Study Room Reservations [openroom.uta.edu/](http://openroom.uta.edu/)

**Teaching & Learning Services for Faculty**

Copyright Consultation library-sc@listserv.uta.edu

Course Research Guide Development, Andy Herzog amherzog@uta.edu or your subject librarian

Data Visualization Instruction, Peace Ossom-Williamson peace@uta.edu

Digital Humanities Instruction, Rafia Mirza rafia@uta.edu

Graduate Student Research Skills Instruction, Andy Herzog amherzog@uta.edu or your subject librarian

Project or Problem-Based Instruction, Gretchen Trkay gtrkay@uta.edu

Undergraduate Research Skills Instruction, Gretchen Trkay gtrkay@uta.edu or your subject librarian.