Grand Rapids Community College
MUS 273  Advanced Studio Techniques 1  ~ Syllabus

General Information

Instructor
Tim Heldt

Contact Information and Availability

Office: Room 105 Music Building 142 Ransom Ave. N.E. Grand Rapids, MI
Office Phone: 616 234-3424
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Course Information

Advanced Studio Techniques MUS 273, Room 204 Music building.
We meet on Fridays from 2 to 5:15 PM.
This course develops advanced recording skills that were learned in the first
two semesters.  We will focus on console operation, stereo microphone
techniques, stereo mixdown techniques.  Students also well have an option
to study toward Pro Tools User Certification.

Student Learning Outcomes

Students will expand on their knowledge of non-linear hard disk recording &
editing, digital and analog consoles and DAW controllers.  We will explore in
more depth how gain structure and signal flow can effect recordings and
mixes.  Students will learn 10 stereo microphone techniques and will learn to
apply stereo microphone theory to different stereo recording situations. We
will study and apply stereo mixdown techniques and will compete with each
other creating stereo mixes.

Applied Recording Lessons
Each student will receive 13 one hour recording lessons during the semester.
There is an agenda for lessons, but there will also be time for individual
instruction. If a lesson is missed, it can be made up at the instructors
discretion. If a student misses more than 3 lessons, credit will not be given
for the semester applied lessons.

Attendance
Attendance is mandatory. Attendance will be taken and recorded at all
classes and sessions. You are expected to attend all classes, all lessons and
to be punctual. There is no distinction between an “excused” and an
“unexcused” absence. If you must be absent from class, call my office (234-
3424) or e-mail theldt@grcc.edu within twenty-four hours, either before or
after, and explain the reason for your absence. When unavoidable, each
absence will be dealt with on an individual basis. Unexcused absences will
negatively effect your final grade! (see grading below) Attending every class
on time and actively participating will greatly enhance your comprehension of course material.

Optional Materials

Pro Tools 101 for version 11. Also, various recording and music industry magazines are available, for free, in room 204.

Section Policies

Lab Policies
Room 204 will be available for advanced studio students on a first come, first served basis. A lab sign-out sheet is available for students to reserve the lab. Advanced recording students do not require a lab monitor to use the lab. Please refer to the lab sign-out sheet for details.

Grading Policies
Your grade will be computed in the following manor:

* Unit quizzes 30%
* Lab projects, Aural reports and stereo recording project 30%
* Term Paper 5%
* Final performance review 5%
* Final exam 15%
* Class participation 15%
* Each unexcused absence will lower your grade by 5%
* Academic dishonesty will not be tolerated

Final Written Exam and Final Performance Evaluation
Each student will be required to attend the final exam and final lab performance assessment in person in one of GRCC’s recording labs. The final exam/final performance review time will be during the last week of the semester or can be arranged with your instructor according to your schedule. The requirements of the final performance evaluation will be made available several weeks from the end of the course.

Quizzes
There will be three tests during the semester. Tests will be given during or upon the completion of each unit as listed in the course outline. A missed test will be graded as 0. It is the responsibility of the student to request a make-up test if you miss one. No cell phones/iPods/iPads/cameras will be allowed during the tests.

Term Paper
You will be required to write a term paper on a topic that relates to audio recording. If you are unsure of an appropriate topic, please check with your instructor. The term paper is due on the Wednesday before Thanksgiving.
Late papers may be scored lower or not accepted at all upon the discretion of the instructor.

**Office Hours**
Office hours will be posted after the fall schedule has been planned. If you are confused in any way about the material covered in class or lab, you are encouraged to set up time with the instructor for help either in person, by phone or email. If posted office hours do not align with your schedule, please contact your instructor.

**COLLEGE POLICIES**
The academic policies and procedures of GRCC are outlined in the College Catalog. College-wide policies and procedures, to include (but not limited to) grading, Federal Educational Rights and Privacy Act (FERPA), Student Right to Know, Privacy, Affirmative Action, Equal Employment Opportunity, Americans with Disability Act (ADA), concealed weapons, smoking, campus crime, copyright, academic grievances and discipline grievances, are at [http://www.grcc.edu/catalog](http://www.grcc.edu/catalog). Additional policies, to include (but not limited to) academic integrity, disability support services, posting/distributing literature, selling merchandise, fundraising, classroom disruption, conduct and substance abuse, can be found in the GRCC Student Handbook at [http://www.grcc.edu/handbook](http://www.grcc.edu/handbook). These policies and procedures are subject to change and incorporated by reference.

**GRCC E_MAIL**
E-mail should only be used for issues that are not appropriate for the whole class (e.g. questions about your grade, constructive criticism or personal issues). When you e-mail your instructor, please include a proper reference in the "subject" field, any message you are responding to, and your name. Your professor will respond to your e-mail within 24 hours. If you don't get a response in timeframe, there is probably a technical problem. Ensure that you regularly check the e-mail account listed for you in Blackboard.

**Tutor**
If you are interested in getting help from a tutor, please ask your instructor. Tutors for this course are only available on campus.

**Disability Support Services**
Students with disabilities who wish to request accommodations must be registered with [the Disability Support Services Office (DSS)](http://www.grcc.edu/catalog) in Room 368 of the Student Center. You may contact DSS at (616) 234-4140 for more information. Once you are registered with the DSS Office, you will receive an Accommodations Agreement to present to me to verify your registration. Please see me as soon as possible so we may have a private conversation to discuss accommodations.

**Student Code of Conduct**
All GRCC students are held accountable to the Student Code of Conduct, which outlines expectations pertaining to academic honesty (including
cheating and plagiarism), classroom conduct, and general conduct. The Code can be found in full at Student Code of Conduct.

**Changes to the Syllabus**
The instructor reserves the right to change the contents of this syllabus due to unforeseen circumstances. Students will be given notice of relevant changes in class, through a Blackboard Announcement, or through GRCC e-mail.