MUS 240  Introduction to Digital Music Production I - Syllabus

3 Credits.

64454  In-class: Monday 5:30 - 8:00
64455  Online, Asynchronous

INSTRUCTOR:  Dr. Renee Arakaki

CONFERENCE:  In person T-W-Th 4:30 pm to 6:00 pm LLC 111A or by phone
               By apptmt: iChat, Laulima Chat
               Anytime: Email, Laulima

TELEPHONE:  235-7481  Email: reenea@hawaii.edu

EFFECTIVE DATE:  Fall 2013

WINDWARD COMMUNITY COLLEGE MISSION STATEMENT

Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawai‘i and its unique heritage. With a special commitment to support the access and educational needs of Native Hawaiians, we provide O‘ahu’s Ko‘olau region and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment — inspiring students to excellence.

CATALOG DESCRIPTION

Introduction to digital music and sound production on the Macintosh platform via Logic: MIDI sequencing and editing, audio recording and editing, mixing and mastering; preparing audio files for CD, video and web applications; proper use of processor and effects plugins.

This course is intended for musicians, songwriters, composers and performers. You do not need to know how to read music, and previous experience with MIDI or audio recording is not necessary. You do need to be familiar with the Mac OS X System and a piano keyboard, and should be able to pick out a simple tune (ex. “Twinkle, Twinkle Little Star”) by ear.

STUDENT LEARNING OUTCOMES

The tangible student learning outcomes for the course are:

• Use MIDI sequencing and audio recording software as tools for music composition, arranging and performance.
• Apply basic skills in MIDI sequencing and editing, and digital audio recording and editing to audio mixing and mastering of projects.
• Prepare audio files in different formats for CD, video and web applications.
• Apply basic understanding of sound processing to audio plugin settings.
• Produce a final project to document learned skills in MIDI and audio recording and editing, mixing, mastering and bouncing.

The main goal of this course is to teach you how to produce professional sounding recordings of your music using a computer, software, and affordable equipment. Although Logic is used for class, you will be able to apply what you learn to any professional DAW. You will learn professional techniques and procedures for effective and efficient MIDI and audio recording, mixing, processing, bouncing and mastering.
A second goal is the acquisition and application of critical listening and assessment skills; for example, learning to identify what makes a recording “good” as well as being able to offer specific solutions for recordings that need improvement. This applies to visual assessment too, i.e. - What’s wrong with this picture?

**COURSE SETUP**

There are two sections of this course, one online and one in-class that meets on Monday evenings. Assignments and deadlines are the same, except where noted on the schedule. Since the curriculum and schedules align, both sections will share the same Laulima site: 64455. Also, students may choose to move freely between the two, e.g. online students may attend a Monday class for additional help with that week’s topics. In-class students who own Logic and have equipment at home may opt to access and turn in some assignments online if they can’t make it to campus.

**NOTE: Makeup lectures and assignments don’t happen.** If you’re an in-class student but choose not to come to class, you are responsible for catching up on your own via textbook, review movies and other course materials. You will be held to the same assignment deadlines as everyone else.

**STUDENT RESPONSIBILITIES**

Here’s general info; specific info on each point follows in the subsections, below.

This course will be making regular use of Laulima, UH Email and a Video host (ex. YouTube, Vimeo). Links to Laulima and Email are on the WCC Homepage: www.windward.hawaii.edu.

In order to complete the assignments in this course, you must:

- Have access to a dependable Apple computer, the Apple LOGIC software, MIDI and Audio equipment, and reliable high speed internet access.
- Log into UH Email and Laulima regularly for assignment retrieval, to take quizzes and to participate in Class Discussions (online students).
- Create a free, basic account on Vimeo for class review and comments on posted assignments.
- Be able to upload completed assignments, by stated deadlines, to the MUS 240 Dropbox on the WCC server.
- Use your UH hawaii.edu email address for official course correspondence.

The class equipment and software (contact instructor for acceptable MIDI and Audio equipment substitutions):

- Logic Pro or Logic Express, version 9
- Line 6 Pod Studio KB37 USB MIDI keyboard/audio interface
- Shure PG 48 mic with XLR cable
- Headphones (recommended) or earbuds

**CRITICAL NOTE to ONLINE STUDENTS:** It is your responsibility to ensure you have access to necessary equipment and software. If you don’t own, or have access to Logic and acceptable equipment, you won’t be able to complete assignments or make progress in class. If this is the case, and you are unable to take the in-class section but want to remain enrolled, you should select CR/NC or L (audit) as your grading option.

Any one of the following arrangements will allow you to complete homework, assignments and projects:

1) Use in-class workstations in Palanakila 124 during class time on Mondays 5:30 to 8:00 pm.
2) Use WCC campus workstations that are set up specifically for MUS 240 students (page 3)
3) Use your personal Apple computer, purchase Logic software and borrow WCC equipment (pending availability); or
4) Use your personal Apple computer, purchase Logic software and purchase equipment.
**Campus Workstations**

Our classroom, Palanakila 124, is available to us only during class time. There are two other WCC on-campus locations with Macs set up with Logic:

1. **Hale Palanakila 103 Practice Room, aka “The Studio.”**
   
   Borrow the key from the Library during their open hours. Keep the key around your neck in order to prevent locking yourself out of the studio. The key must be returned to the library by the time due, or at least 15 minutes prior to library closing. **Library Late fees will apply.** There is a $50 fee for a lost key.  
   
   *Note: This is the only on-campus site available for audio recording. Please be considerate of classmates needing to use the studio, too.*

   In the studio: Password protected iMac set up with Logic Express 9, KB37, Shure Mic, Mic cable, Mic Stands with mic clips, mic screen, instrument cable for recording guitar or keyboard, electric piano, headphone jack adaptor (leave plugged into the KB37 headphone jack).

   **Bring your own headphones.** The computer is password protected; username and password are the same as for the MUS240 DropBox. (See Quick Reference sheet.)

2. **Library.**

   iMac #9 is set up with Logic, and a KB37 can be borrowed from the circulation desk for use in the library. **Bring your own headphones and headphone jack adaptor** to use with the KB37.

**Assignments**

This course is divided into four units: Logic: Mixing and Bouncing; MIDI; Audio; Final Project. Each unit begins with lessons and assignments (homework, quizzes) designed to teach you vocabulary, procedures and techniques essential to digital music production. Units 1 through 3 end with a student project to document what was learned; the Unit 4 project is the Final Project, encompassing everything learned through the semester.

*Materials, quizzes and discussion boards related to each week’s assignments are available on in class and on Laulima on MONDAYS. Laulima items are programmed to appear at 12:01 am.*

Lessons and assignments are in the textbook. Due dates and times are indicated on the course schedule/Laulima Homepage. All assignments are due by the date and time given. **No late work will be accepted.**

IN-CLASS STUDENTS: Each class session will include time for you to complete most assignments. Some homework assignments and project work may require work to be done outside of class time.

ALL STUDENTS: Assignment files can be submitted from any Mac connected to the internet, anywhere in the world. Instructions for submitting assignments to the MUS 240 Dropbox on the WCC Server are on the Quick Reference sheet.

**Types of Assignments:**

- **Homework** (10 @ 20 points ea.) – There will be 10 homework assignments requiring that you submit work to the MUS 240 Dropbox on the WCC server. Instructions in the Quick Reference section, page 6.

- **Quizzes** (10 @ 20 points ea.) – There will be 10 quizzes on the information presented in readings: terminology, definitions and technical procedures, questions will also cover practical (hands on) technique. Study guides will be provided. The quizzes - multiple choice and short answer - will be taken on Laulima and are *timed* with a 15 minute time limit.
• **Projects** (4 @ 150 points ea.) – Three projects will cover topics in sequence: 1) basic skills, 2) MIDI, and 3) Audio. The fourth, final project will showcase the cumulative skills acquired through taking the course. All project mp3 files will be posted on WCC’s website: [http://windward.hawaii.edu/Credit_Courses/MUS240/Student>Showcase/](http://windward.hawaii.edu/Credit_Courses/MUS240/Student_Showcase/)

• **Class Participation** *(In-class students; 200 points total)* -- There is frequent in-class discussion, and questions can be voiced at any time. *With the exception of quizzes* (taken closed-book and on your own), you can help each other learn and work through homework assignments. If you are absent from class, you will be expected to participate, in a timely manner, via the class Discussion Board in Laulima. Be Engaged! Participate!

• **Online Participation** *(Online students; 200 points total)* – There are three sites available for online participation; you will earn credit for entries logged.

  1. Laulima > Discussion Board > **Open Forum**: for talk story about non-course-specific music and performance topics.
  2. Laulima > Discussion Board > **Specific Assignment/Lesson**: all students can ask and answer questions pertaining to class lessons, readings, homework, assignments, projects.
  3. Video Host > WCCMUS240 Album, accessible via links in assignments only: Students will enter comments and suggestions on others’ homework and project submissions.

### ASSESSMENT TASKS AND GRADING

Grading (A through F) is based on the number of points earned through performance on homework, quizzes, projects and online participation. If you specified CR/NC as your grading option, you must earn at least 820 points to receive CR.

<table>
<thead>
<tr>
<th>Maximum possible points:</th>
<th>Grading:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homework (10) 200</td>
<td>1080-1200 A  720 – 819 D</td>
</tr>
<tr>
<td>Quizzes (10) 200</td>
<td>960 – 1079 B  719 and below F</td>
</tr>
<tr>
<td>Projects (4) 600</td>
<td>820 – 959 C</td>
</tr>
<tr>
<td>Class/Online Participation 200</td>
<td></td>
</tr>
</tbody>
</table>

### LEARNING RESOURCES

• In addition to the textbook (iBook and pdf format), Instruction includes handouts and movies, and class interaction in class, on discussions boards, and on Vimeo. All instructional materials are posted in Laulima’s Resources section for student access.

• If you are using on-campus computers to do your work, you should **save your files on a personal portable drive**, or to your personal folder on the WCC Student Server. Instructions from the Computing Office are available in the resource folder.

• It is highly recommended that you print out handouts (like this one, *hint*) and keep them organized in a 3-ring binder.
ADDITIONAL INFORMATION

• If you do not intend to check your UH Email regularly, set forwarding to an address that you do check several times per week. Instructions: http://windward.hawaii.edu/technology/Forwarding_UH_GMail.pdf

• In the event of illness or emergency, please contact Renee via email, phone or Laulima ASAP.
  Although I do not accept late work, accommodation for missed assignments may be negotiated with documentation of extenuating circumstances. This means that if circumstances beyond your control affect your ability to submit your work on time, we might be able to work something out.

• When working in the Palanakila 103 studio, be aware that the room is not totally soundproofed. The studio is for MUS 240 student use only. Other people should not be in there unless you are recording them. Also, obey any orders from security guards and other WCC staff or faculty to vacate or lock up. Inform Renee of what happened if you believe you were asked to leave prematurely. It could be that someone from a nearby classroom complained, or that the guards aren’t aware of our key arrangement. Regardless, please honor staff requests and let Renee investigate and resolve any problems.

DISABILITIES ACCOMMODATION STATEMENT

If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact the Disability Specialist Counselor to discuss reasonable accommodations that will help you succeed in this class. Ann Lemke can be reached at 235-7448, lemke@hawaii.edu, or you may stop by Hale ‘Akoakoa 213 for more information.