EXCELLENCE can be attained if you:
...CARE more than others think is wise;
...RISK more than others think is safe;
...DREAM more than others think is practical;
...EXPECT more than others think is possible.

I. MEETING TIMES:
   M  4:10 – 6:50 PM
   W  4:10 – 6:50 PM

II. REQUIRED TEXTS:
    Modern Recording Techniques
        David Miles Huber and Robert E. Runstein
        5th Edition; Focal Press 2001
    Professional Microphone Techniques
        David Miles Huber and Philip Williams
        Primedia; 1998 (Mix Pro Audio Series)

III. COURSE OBJECTIVES (A General Outline):
    Studio Configuration
    Basics of Multi-track Recording
    Common Issues in Multi-track Mixing
    Use of Equalization Filters
    Balance
    Blend
    Space
    Overdubs
    Digital Transfer
    Finalizing
    Your Project from Beginning to End
    Running Sessions
    Troubleshooting

IV. ATTENDANCE POLICY
    Students who miss more than (4) class meetings will receive a failing grade. If you miss a class, it is your responsibility to copy any notes, handouts, or homework assignments from someone else in the class. Points may be deducted for tardies after the first week of class.

    STUDENTS ARE RESPONSIBLE FOR WITHDRAWAL FROM CLASS, IF NECESSARY!

(continued on next page)
V. GRADING POLICY

Grades will be based on the following:

- Quizzes/Homework 30%
  All written activities
- Class Participation 30%
  Projects
  Seat time
  Citizenship
  Discussion and activities
  Lab Activities
- Notebook 20%
- Final Exam 20%

Letter grades will be assigned according to the following criteria:

- 90% and above: A
- 80 - 89.99%: B
- 70 - 79.99%: C
- 60 - 69.99 %: D
- 59.99 and below: F

VI. PLEASE REFER TO STUDENT DISCIPLINE AND RIGHTS IN THE COS STUDENT HANDBOOK. CHEATING OR PLAGIARISM WILL BE DEALT WITH ACCORDING TO THE STUDENT CODE OF CONDUCT, WHICH INCLUDES CONSEQUENCES RANGING FROM REPRIMAND TO EXPULSION.

VII. Accommodations for students with disabilities: If you have a verified need for an academic accommodation or materials in alternate media per the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act, please contact your instructor immediately.

VIII. No food or drink is permitted in the Recording Arts classroom.