

9-2003

## RTV 150.01: Intro to Radio and Audio Production

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**Radio-TV 150**  
**Intro to Radio/Audio Production**  
**Autumn Semester 2003**  
*Mondays and Wednesdays from 12:40 to 2:00pm*  
*PARTV 166 (KUFM Radio Studio B)*

**Instructor**

Assistant Professor Ray Ekness  
UM Radio-TV Department, School of Journalism  
730 Eddy (Office hours M & W 9-11am or by appointment)  
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**Course Description**

This course will provide an introduction to the basic concepts of radio as a communication medium. Students will receive practical experience and basic knowledge of audio production, including the principles of sound, announcing, copywriting, microphone technique, board operation, storytelling, program production and organization. Students are encouraged and expected to incorporate their own creative and aesthetic ideas with the parameters of various radio programs.

**Course Objectives**

- To learn about the process and techniques of producing programs from the context of today's radio industry.
- To learn and obtain "hands on" experience working with audio technology used in the radio industry.
- To produce several different radio segments and programs.

**Textbook**

*Radio Production Worktext*, 4<sup>th</sup> Edition, David E. Reese and Lynne S. Gross, Focal Press.  
Available at the UC Bookstore.

**Lectures, Labs & Studio Time**

This course consists of lectures and labs. The lectures will be held in KUFM Radio Studio B (PART 166). The hands-on lab sessions will be held in the student audio production studios (PART 172 & 173).

**Checkout**

Students will also be required to complete productions outside of the scheduled class times. In order to do so, the studio facilities are available for "check-out." A schedule of available times are on the clipboard above each "on-air" light. You can sign-up to use one of the production studios for a maximum of four half-hour sections (two hours) per day. In class, we will go over the way to reserve the equipment and studios. Remote Mini-disk (MD) recorders are available for student use through Student Checkout. You can check out the MD recorders for a maximum of 24-hours.

Do not expect to always get the equipment at the exact time you need it. Always have a secondary plan. And always start early. You will be given more than enough time to finish an assignment. If you wait until the last minute, you may not get equipment or studio time.

Be careful with all equipment you use either in the studio or in the field. Don't leave remote camera equipment in your car or anyplace it could be stolen. Do not lose your temper and take it out on the equipment. Problems will happen, whether you're at the network level or in college. Everything breaks down eventually. Batteries quit and tape machines don't work. Be patient and learn to solve problems on your own. You are financially liable for any broken, lost or stolen equipment.

### Access

Keys to the Student Production Area (PARTV 170, 172 and 173) are available. Key cards are available from RTV Secretary Wanda LaCroix at 730 Eddy Monday through Friday between 9am and 3pm.

### Equipment Needed

- A number of Mini-disks (MD) to record in the field, to record in the studio and to hand in assignments.
- CD-R compact disks to archive material and hand in assignments
- A headset with both 1/4" phone and 1/8" mini plug connectors

### Grading-Check last semester.

You will receive a personal critique, a class-wide critique and a grading/critique sheet following every assignment. You will be graded on a variety of different criteria and receive a grade between 0-4 for each assignment (i.e. 2.0=C, 3.5=B+, etc.) Deadlines are very important in broadcasting. All assignments must be handed in on time. Penalties will be assessed for late work.

<i>Assignment</i>	<i>Points</i>	Exam #3	6
Classical Composers	4	Attendance/Team Work	10
Haunted House	4		
Commercial	4	Total	100
Radio Team #1	4		
Radio Individ #1	4	Final Grades	
Radio Team #2	8	90-100=A	
Radio Individ #2	8	80-89=B	
Radio Team #3	8	70-79=C	
Radio Individ #3	8	60-69=D	
Music Profile	4	Below 60=F	
Personal Profile	8	(You need a "C" or better in all Journalism	
Producer's Choice	12	and Radio-TV practice classes.)	
Exam #1	4		
Exam #2	4		

### Attendance Policy

Attendance is mandatory. This is a building-block class. If you miss even one class, you are likely to miss something that could seriously hurt your performance on current and future assignments. Excused absences must be documented by the instructor.

**RTV 150**  
**Course Outline** (*Subject to Change*)  
**Autumn Semester 2003**

- Wednesday, September 3*  
Course Introduction, Syllabus and Tour
- Monday, September 8*  
Introduction to Audio and Radio
- Wednesday, September 10*  
How Stuff Works (Board, MD, Recording)  
Assignment-Classical Composers Announcing
- Monday, September 15*  
How Stuff Works (Cool Edit, Short Cut)
- Wednesday, September 17*  
Classical Composer Exercise DUE/Listen  
Announcing  
Assignment-Haunted House
- Monday, September 22*  
Writing Radio Commercials  
Assignment-Commercial Writing
- Wednesday, September 24*  
Haunted House DUE/Listen  
Exam #1
- Monday, September 29*  
Commercial Writing Assignment DUE/Presentations  
Assignment-Produce the Commercial
- Wednesday, October 1*  
Assignment-Radio Shows  
Job Descriptions and responsibilities  
Programming a Radio Station
- Monday, October 6*  
Produce the Commercial DUE/Listen  
Final Prep for next radio show  
Assignment-Music Profile
- Wednesday, October 8*  
KWWW On-the-Air
- Monday, October 13*  
KYYY On-the-Air
- Wednesday, October 15*  
KZZZ On-the-Air
- Monday, October 20*  
Exam #2  
Music Profiles DUE  
Listen to Music Profiles
- Wednesday, October 22*  
Listen to Music Profiles  
Assignment-Personal Profiles
- Monday, October 27*  
Personal Profile Examples
- Wednesday, October 29*  
Final Prep for next radio shows
- Monday, November 3*  
KYYY On-the-Air
- Wednesday, November 5*  
KZZZ On-the-Air
- Monday, November 10*  
KWWW On-the-Air
- Wednesday, November 12*  
Personal Profiles DUE  
Listen to Personal Profiles
- Monday, November 17*  
Listen to Personal Profiles  
Assignment-Producer's Choice Final Project
- Wednesday, November 19*  
Art of Radio Discussion/Examples
- Monday, November 24*  
Exam #3  
Final Prep for next radio programs
- Wednesday, November 26*  
**THANKSGIVING HOLIDAY-NO CLASS**
- Monday, December 1*  
KZZZ On-the-Air
- Wednesday, December 3*  
KWWW On-the-Air
- Monday, December 8*  
KYYY On-the-Air
- Wednesday, December 10*  
No Class-Work on Final Projects
- December 15-19*  
**FINAL'S WEEK**  
*Final Test Period scheduled for*  
*Monday, December 15<sup>th</sup> 8-10am*  
*Final Project DUE*