

**Digital Music Production**  
Career & Technical Education Academy  
Spring 2018

**GENERAL INFORMATION**

Instructor: Laureen Mehlert  
Office: Media A127  
Email: Laureen.Mehlert@k12.sd.us  
Class: Mon-Fri: 7:45 – 9:25 am

**COURSE DESCRIPTION**

The Digital Music Production course provides students with the basic knowledge and technical skills needed to prepare them for post-secondary study or entry-level employment in the Digital Music Production industry. Students will develop knowledge of the business of music, music copyright, studio recording and the creation and use of electronic music in the Entertainment Business, Computer Gaming, Internet Technology and Music Production. They will also develop the technical skills to operate the equipment necessary to produce a finished audio production.

**PREREQUISITE**

None

**Recommended:** Introduction to Arts, A/V Technology & Communications

**TOPICS COVERED**

- Audio/Music Production
- Digital Music Creation, Recording and Editing
- Music Copyright
- Music Theory
- Audio/Music for Film/TV/Gaming/Web
- Music and Audio Careers

**METHODS OF INSTRUCTION**

- Class lectures and discussions
- Student audio/video projects and presentations
- Writing, critical thinking, and decision making are all involved in the creation process
- Students will participate in a Music Theory curriculum
- The class requires students to act as voice talent

**COMMUNITY INVOLVEMENT**

Industry guest speakers and college media professors may be brought in throughout the course. Field trips to view working media outlets will be taken for various units in the course.

**ASSIGNMENTS & GRADES**

All assignments are due at the end of class, unless prior arrangements have been made with the Instructor.

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Grading will be divided between projects, written reports, online music theory, group projects, exams, participation, quarter competency tests and daily lab grades. Late assignments are accepted at a rate of a 5% reduction per day that the assignment is late. For example, if an assignment is due on Monday and a student fails to turn in the project until Wednesday, the maximum grade the student can receive is a 90%. After two weeks, no late assignments will be accepted without further discussion with the Instructor. This course uses the Sioux Falls School District grading scale policy:

A = 93-100; B = 85-92; C = 76-85; D = 65-75; F = 64 and below

It is the students' responsibility to monitor grades in Campus Portal. If there are questions or concerns about grades, the student must make an appointment with the Instructor before or after class, during lunch, or before or after school. **DO NOT ASK THE INSTRUCTOR ABOUT YOUR GRADE DURING CLASS.**

The Instructor will not be rounding grades.

**ATTENDANCE**

This is a "hands-on" course and most students' skills are developed by working on in class projects. If a student is absent, consistently tardy, or not participating, their daily lab grade will reflect these absences. **The daily grade is worth a possible 10 points.** No points will be given if the student is absent, no matter the reason for the absence. The student may, at the discretion of the Teacher, complete make-up assignments for partial points. In addition, it is the students' responsibility to find time to catch up on any course work they may have missed. Being absent hurts the students' grade, their team, and the project.

**ARRIVING LATE**

Being on time in the Professional world is not only common courtesy, but it is expected.

Arriving late is discourteous, disruptive, disrespectful, and annoying. **BE ON TIME!** If the student arrives late (tardy), it is school policy that the student checks in at the office and receives a pass before entering the classroom, as stated in the CTE School Handbook.

**PROFESSIONALISM**

When the students are working on a production, the students are to behave in a professional manner as if they were hired, and can be fired, by the producer/director. It is expected that the students' job responsibilities are being performed thoroughly and when completed the student will seek to help others.

Cell phones are to be turned off during class and kept in a designated classroom storage area. It is the student's responsibility to secure his/her phone from cell phone theft.

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**ABUSE OF EQUIPMENT WILL NOT BE TOLERATED UNDER ANY CIRCUMSTANCES. Over a 100 students per day use the Media equipment so please handle with care for the benefit of everyone. Consequences for equipment abuse are at the discretion of the Instructor. Consequences may include: reduction of points, suspension of equipment privileges, or loss of all equipment privileges. It is understood that accidents happen; however, students will be charged for any intentional damage to equipment, projects, or property.**

Projects must be appropriate to air on KLRN-TV and those guidelines will be clearly defined by the Instructor. Failure to follow these guidelines can result in anything from a drop in the students' grade to removal from class. Any project deemed to be inappropriate by the Instructor would not be graded and the students will have to create another appropriate class project. For example, if the students' project would be unsuitable to be shown to a class of kindergarten children or the students' grandparents it is not suitable for a class project.

The student should come to class expecting to learn all about creating videos. Creativity often flourishes in teams. Be prepared to work well within a group by keeping an open mind, listening to teammates opinions, and offering suggestions or ideas.

We will spend time in Media discussing various topics. It is important that we show respect for the classmates' opinions. Some of the best learning comes from engaging in conversation over controversial topics in order to unearth more questions and discover more perspectives.

The students are never to use the schools' equipment in a dangerous or negligent way. If the student borrows school equipment, use it as if it were the students' own equipment. Never record video in such a way that would violate traffic laws (lying on a moving car, in the trunk, etc). Grades will be lowered and disciplinary action will be taken if these rules are broken.

The camera and television are powerful tools and students need to use common sense and decency when creating projects. No swearing, vulgar music, or questionable material will be allowed in projects. **Please consider this to be a G rated course.**

**PLAGIARISM/COPYRIGHT**

Plagiarism is a form of theft, and the penalties can be severe, including failure of the course. The most frequent type of plagiarism is accidental or unintentional.

Intentional plagiarism is outright theft and will not be tolerated. The following are examples of intentional plagiarism:

- 1) downloading all or part of a document from the Internet, including that material in your own work, and submitting it as your own;
- 2) copying word-for-word from a printed source without giving proper attribution;
- 3) purchasing an essay or project from the Internet or the back of a magazine;

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4) submitting as your own a paper or project that someone else wrote or created.

*The penalties for plagiarism in this class depend upon the severity of the case. If the plagiarism is found to be unintentional because of careless classwork, the student will be asked to do the project over. If a student submits a paper or project that contains intentionally plagiarized material, the project will receive a zero. The student will not be granted an opportunity to do the work over. Principal Josh Hall will be notified of the incident as plagiarism and it may result in failure of the course.*

Do not use video that is not yours unless you have permission to do so. Copyright laws contain serious consequences, so please ask before you use a picture from the internet (Google Images, etc.) or music from the web.

**Policies and procedures outlined in this document are subject to change.**

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*Please return to Mrs. Mehlert by \_\_\_\_\_.*

I have read and understand the guidelines and procedures for Mrs. Mehlert's Digital Music Production class and have shared them with my parents.

Student's name: \_\_\_\_\_

Student's signature: \_\_\_\_\_

Parent's signature: \_\_\_\_\_

*Each student must have a flash drive to save their work and a one-inch three ring binder with dividers or a folder for the creation process.*

Thank you! I look forward to working with you and your student this year.