

## HESSER COLLEGE



HESSER COLLEGE  
KNOWLEDGE • INSPIRATION • INNOVATION

Version 6.11.2012

**Class Location:** Manchester, New Hampshire

### COURSE SYLLABUS

**COURSE NUMBER AND TITLE:**

COMM115 - Introduction to Radio Production/Broadcasting

**ACADEMIC CREDITS AWARDED:**

3 Semester Credit Hours

**COURSE PREREQUISITE(S):**

None

**INSTRUCTOR NAME:**

Edward W. Brouder, Jr., M.I.S.M.

**INSTRUCTOR CONTACT INFO:**

**Phone#1:**

603-668-0652

**Phone#2:**

**E-mail:**

[ebrouder@email.hesser.edu](mailto:ebrouder@email.hesser.edu)

**Availability/Office Hours:** **By appointment**

**START DATE OF COURSE:**

10/29/2012

**End Date:** 12/19/2012

**INSTRUCTIONAL CONTACT HOURS:** **40**

**Clock Hours are Provided**

**Class Starts At:** 8:00 a.m.

**Ends At:** 10:30 a.m.

**on** Mon/Wed

**COURSE DESCRIPTION:**

In this course, principles of simple mixing, board operation, announcing, digital workstation production, microphone selection and placement, production planning, and commercial and public service announcement production are introduced. Students are required to support the campus radio station, MAX 540 AM, by broadcasting over the air, or assisting with production or promotions.

### **TEXTBOOKS AND MATERIALS:**

*The Radio Station - Broadcast, Satellite & Internet, Eighth Edition* by Michael C. Keith, Elsevier/Focal Press, copyright 2007 **ISBN** 0-240-81186-0

Students are required to utilize the class website (<http://www.brouder.info>); **ISBN** username is your last name in lower case; password is 13hobbit70.

Professional headphones are included with your textbook purchase. **A USB 2.0 Flash Drive is also required!** **ISBN**

**COURSE OUTCOMES/LEARNING OBJECTIVES: Upon successful completion of the course, the student should be able to:**

- Compare and contrast various radio formats
- Produce various types of audio segments such as radio interviews, promotions, and radio shows, and commercials
- Identify the factors in the development of radio as a communications medium
- Identify various career opportunities in the radio field

**TEACHING STRATEGIES AND LEARNING ACTIVITIES:**

This course will include the following teaching strategies:

Strategy	Description
Application of Learning	Students are expected to take an active role in classroom discussion
Lecture	Notes will be available on the class website
Reading Assignments	Chapters in textbook plus assigned readings
Writing Assignments	There will be fewer written assignments than most COMM courses
Lab Work	Students will learn Adobe Audition audio editing software
Final Presentation	Components of the final project will be explained on the class website
Exams/Quizzes	written Midterm and Final Exams (open notes)

**REQUIREMENTS FOR THE SUCCESSFUL COMPLETION OF THE COURSE:**

To successfully complete this course you must achieve a minimum grade of a : **D**

**Please note: In order to successfully complete your program you must maintain a minimum GPA of 2.0, and meet all Satisfactory Academic Progress requirements.**

Course Outline



**COURSE GRADING**

Assignment	Weight	% or Points
Attendance & Participation		20
Homework assignments		20
Midterm Exam		20
Class Audio Project		20
Final Exam		20
<b>Total</b>		100

**Note: This course requires out of class work to supplement in-class activities.**

**COURSE OUTLINE**

Class/Date	In Class Activities/Topics Covered	Out of Class Assignments (If Applicable)
1	Detailed outline will be provided	
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		





## **Academic Honesty Policy**

Hesser College considers academic honesty to be one of its highest values. Students are expected to be the sole authors of their work. Use of another person's work or ideas must be accompanied by specific citations and references. Though not a comprehensive or exhaustive list, the following are some examples of dishonesty or unethical and unprofessional behavior:

- Plagiarism: Using another person's words, ideas, or results without giving proper credit to that person; giving the impression that it is the student's own work
- Any form of cheating on examinations
- Altering academic or clinical records
- Falsifying information for any assignments
- Submitting an assignment(s) that was partially or wholly completed by another student
- Copying work or written text from a student, the Internet, or any document without giving due credit to the source of the information
- Submitting an assignment(s) for more than one class without enhancing and refining the assignment, and without first receiving instructor permission. In cases where previous assignments are allowed to be submitted for another class, it is the responsibility of the student to enhance the assignment with additional research and to also submit the original assignment for comparison purposes

In essence, plagiarism is the theft of someone else's ideas and work. Whether a student copies verbatim or simply rephrases the ideas of another without properly acknowledging the source, it is still plagiarism. In the preparation of work submitted to meet course requirements, whether a draft or a final version of a paper or project, students must take great care to distinguish their own ideas and language from information derived from other sources. Sources include published primary and secondary materials, electronic media, and information and opinions gathered directly from other people.

A computer program, marketing plan, PowerPoint presentation, and other similar work produced to satisfy a course requirement are, like a paper, expected to be the original work of the student submitting it. Copying documentation from another student or from any other source without proper citation is a form of academic dishonesty, as is producing work substantially from the work of another. Students must assume that collaboration in the completion of written assignments is prohibited unless explicitly permitted by the instructor. Students must acknowledge any collaboration and its extent in all submitted coursework. Students are subject to disciplinary action if they submit as their own work a paper purchased from a term paper company or downloaded from the Internet.

Academic dishonesty is a serious offense and may result in the following sanctions:

- 1st offense: Failure of the assignment in which the action occurred
- 2nd offense: Failure of the class in which the action occurred
- 3rd offense: Expulsion or permanent dismissal from the College



## **Procedures for Academic Honesty Violations**

Hesser College takes a firm stance against all forms of plagiarism, and faculty are required to investigate any questionable submissions from students. The College maintains a database of student plagiarism charges and students who plagiarize repeatedly will be subject to increasingly serious repercussions.

Upon receiving a questionable submission from a student, the instructor consults with the department chair to ascertain that the work has in fact violated the academic honesty policy. The department chair then completes the "Notice of Academic Honesty Violation" form and submits to the Office of Academic Affairs (OAA).

The OAA will then check the database to determine if the student has been previously sanctioned and issue a formal notification to the student.

## **Dispute of Academic Honesty Violations**

Should a student wish to dispute this charge, he/she must do so within 10 days of receipt of this letter. In general, the vast majority of charges are indisputable and consist of the blatant lifting of material from the Internet and the student passing it off as his/her own work. However, a student may choose to file a grievance report, in accordance with the General Student Complaint/Grievance Procedures outlined in the Hesser College Catalog.

## **Disability Services:**

In accordance with the Rehabilitation Act of 1973 (Section 504) and the 1990 Americans With Disabilities Act (ADA), Hesser College will provide reasonable and individualized reasonable accommodations for students who have provided proper documentation outlining their disabilities and have requested reasonable and appropriate accommodations. Since each student's disabilities may differ in degree and impact, reasonable accommodations will be made on an individual basis. Documentation to support the disability must be provided to the College at the time of the request. Information pertaining to a student's disability is voluntary and confidential. If this information is supplied, it will be used to identify reasonable and required accommodations to attempt to overcome the effect of conditions that limit the participation of qualified disabled students.

Requests for accommodations should be directed to Tina Underwood, Disability Coordinator in the Academic Skills Center at (603) 296-6394 or [tunderwood@email.hesser.edu](mailto:tunderwood@email.hesser.edu). Please see the Student Handbook for more information.

Per the "Conduct" section of the Hesser College Catalog:

"All electronic devices must be in the "off" position while in the classroom."  
Exceptions to this policy are made solely at the discretion of the instructor.

**METHOD OF EVALUATING STUDENTS:**

<b>Letter Grade</b>	<b>Numerical Equivalent</b>	<b>Quality Points</b>	<b>Letter Grade</b>	<b>Numerical Equivalent</b>	<b>Quality Points</b>
A	93-100	4.0	C+	77-79.99	2.3
A -	90-92.99	3.7	C	73-76.99	2.0
B+	87-89.99	3.3	C -	70-72.99	1.7
B	83-86.99	3.0	D+	67-69.99	1.3
B -	80-82.99	2.7	D	60-66.99	1.0
			F	0-59.9	0.0

**GRADING SCALE:** See the College Catalog for the full grading system

**ATTENDANCE POLICY:** See the College Catalog for the full policy.

**POLICY OF NON DISCRIMINATION:** See the College Catalog for the full policy.

**HESSER COMMITMENT:**

The Hesser Commitment conditional admittance period begins on the first day of the term and continues through the close of business on the 30th calendar day of the term. Students have the right to withdraw, upon written notice, at any time prior to the close of business on the 30th calendar day of the term owing nothing more than the non-refundable enrollment fee, as allowed by state law. Students who have submitted all required documentation in a timely manner that is necessary to secure the method of payment for their tuition cost and fees will be officially accepted into their program and will only then become eligible for Title IV federal financial aid and receive credit for their course(s). The Institution will conditionally withdraw any student not meeting these criteria, and such a student will not owe any financial obligation to the Institution except for the enrollment fee, which is nonrefundable, as allowed by state law.

**DATE SYLLABUS WAS LAST REVIEWED, EDITED, OR UPDATED:**

May 20, 2012