**AUBURN UNIVERSITY**

**COURSE SYLLABUS**

**Course Number:** CTMU 7560/7566  
**Course Title:** Digital Media Production in Music Education  
**Credit Hours:** 3 hours  
**Prerequisites:** Admission to Graduate School  
**Date Syllabus Prepared:** Updated May 2019  
**Instructor:** Dr. Jane M. Kuehne – kuehnjm@auburn.edu

**JUSTIFICATION FOR GRADUATE CREDIT**

Students will transfer their operational knowledge gained in this course to the design of educationally sound multimedia products. They will gain experience with different design paradigms so that they may choose the best paradigm for their music educational goals. Advanced knowledge into device control structures and software protocols deepen understanding of how music systems work.

**REQUIRED MATERIALS**

* Computer and internet connection sufficient enough to meet online course meetings and complete the assignments for this course.
* National and State Standards for your content area(s).
* *Required Readings and Software is indicated on Canvas.*

**STUDENT LEARNING OUTCOMES (OBJECTIVES)**

1. Demonstrate knowledge and understanding of copyright and technology.
2. Demonstrate knowledge and understanding of ethics and technology.
3. Design and create audio-format learning materials for selected learning situations.
4. Design and create audio-format learning materials for selected learning situations.
5. Demonstrate image editing, audio editing, video editing techniques.
6. Demonstrate content web dissemination techniques through folder sharing/website linking.
7. Demonstrate digital content design in Microsoft Office.

**COURSE SCHEDULE**

|  |  |
| --- | --- |
| **Week** | **Content** |
| 1 | Course Background, copyright and ethics for using digital content in school classrooms. Overview of computer/web software/apps and what makes them useful versus a “waste of time.” Basic web/online distribution of materials. Installing Adobe Acrobat Creative Cloud. |
| 2 | Using Office to Create Instructional Materials for online/electronic delivery. |
| 3 | Recording Process, Editing / Using Filters, etc. in Audacity and Audition |
| 4 | Recording Process, Editing, Cut/Trim, Enhancing, Combining Clips, etc. in Shotcut and Premier |
| 5 | Lab Week / Review - Instructor will be online (Zoom) to answer questions during class time. |
| Final Exams | All Assignments are due by the end of Final Exams in the first summer mini semester. |

**GRADING PROCEDURES**

Assignment Grades. Each assignment will be given a grade between 0 and 100. Grades are divided into different weights. See Canvas for details.

Class Attendance Grades. Attendance in each required class is expected. A grade of 100 will be assigned for each day the student attends class. If a student is not present in class, he/she must watch the recording of the class and post notes under that day’s attendance assignment. Otherwise a 0 (zero) will be assigned.

Grading Scheme. A = 90-100, B = 80-89, C = 70-79 D = 60-69, F = below 60.

**CLASS POLICY STATEMENTS**

*Please see the Student Policy eHandbook for important information:* [*http://www.auburn.edu/student\_info/student\_policies/*](http://www.auburn.edu/student_info/student_policies/)

Attendance: Although attendance is not required, students are expected to attend all classes, and will be held responsible for any content covered in the event of an absence.

Excused absences: Students are granted excused absences from class for the following reasons: illness of the student or serious illness of a member of the student’s immediate family, the death of a member of the student’s immediate family, trips for student organizations sponsored by an academic unit, trips for university classes, trips for participation in intercollegiate athletic events, subpoena for a court appearance, and religious holidays. Students who wish to have an excused absence from class for any other reason must contact the instructor in advance of the absence to request permission. The instructor will weigh the merits of the request and render a decision. When feasible, the student must notify the instructor prior to the occurrence of any excused absences, but in no case shall such notification occur more than one week after the absence. Appropriate documentation for all excused absences is required. Please see the *Tiger Cub* for more information on excused absences.

Make-Up Policy: Arrangement to make up a missed major examination (e.g., hour exams, mid-term exams) due to properly authorized excused absences must be initiated by the student within one week of the end of the period of the excused absences(s). Except in unusual circumstances, such as the continued absence of the student or the advent of university holidays, a make-up exam will take place within two weeks of the date that the student initiates arrangements for it. Except in extraordinary circumstance, no make-up exams will be arranged during the last three days before the final exam period begins.

Academic Honesty Policy: All portions of the Auburn University student academic honesty code (Title XII) found in the *Tiger Cub* will apply to university courses. All academic honesty violations or alleged violations of the SGA Code of Laws will be reported to the Office of the Provost, which will then refer the case to the Academic Honesty Committee.

Disability Accommodations: Students who need special accommodations in class, as provided by the Americans with Disabilities Act, should arrange for a confidential meeting with the instructor during office hours in the first week of classes (or as soon as possible if accommodations are needed immediately). The student must bring a copy of their Accommodations Letter and an Instructor Verification Form to the meeting. If the student does not have these forms, they should make an appointment with the Program for Students with Disabilities, 1288 Haley Center, 844-2096 (V/TT).

Course contingency: If normal class and/or lab activities are disrupted due to illness, emergency, or crisis situation, the syllabus and other course plans and assignments may be modified to allow completion of the course. If this occurs, and addendum to your syllabus and/or course assignments will replace the original materials.

Professionalism: As faculty, staff, and students interact in professional settings, they are expected to demonstrate professional behaviors as defined in the College’s conceptual framework. These professional commitments or dispositions: (a) Engage in responsible and ethical professional practices; (b) Contribute to collaborative learning communities; (c) Demonstrate a commitment to diversity; and (d) Model and nurture intellectual vitality.

**SYLLABUS MODIFCATION**

The instructor reserves the right to correct errors on this syllabus and/or modify this syllabus to best fit the needs of the students.