Course Syllabus  Fall 2016

The University of Texas at Austin
School of Information
Fall 2016

INF 392L INTRODUCTION TO AUDIO PRESERVATION AND REFORMATTING
INF 350G INTRODUCTION TO AUDIO PRESERVATION AND REFORMATTING

Instructor: Sarah Cunningham
Office: UTA 5.104
Audiovisual Archive LBJ Library 2313 Red River
Office Hours: by appointment (512) 721-0156
392L Unique number: 28365
350G Unique number 28100
Course Time: Tuesdays 6:00 – 9:00 Classroom: UTA 1.212
Instructor email: shcunningham@mail.utexas.edu
Teaching assistant: None
Lab hours: Will be scheduled during the semester and by appointment

Description: An introduction to the preservation of audio through:
- A chronological examination of the development and history of recording
- A study of issues in the care and preservation of recordings
- The economics of in-house vs. "outsourced" audio reformatting
- “Hands-on” projects to create digital surrogates
**Objectives:** This class will introduce students to the preservation of sound recordings. Students will gain an understanding of:

- The various types of sound recordings and formats
- Current best practices and methods for preserving recordings
- The professional communities and organizations involved with the preservation of sound recordings
- Methods to predict the future of the field

**Prerequisites** – None

Class participation: Students are required to complete the assigned readings, participate in class discussions and activities each week. Each student will be responsible for leading two class discussions during the semester. The participation points will be awarded per class period @ 2 points per class period.

**Class website:**

This course has a Canvas page. It can be accessed at courses.utexas.edu (Links to an external site.)

**Required Printed and Online Texts:**


All others readings are available through the UT Libraries website, the class Canvas page, or via other Internet resources.

**Deadlines** – All students are expected to turn assignments in at the beginning of the class period of the day that it is due. If a student must miss a class, the assignment must be sent via e-mail to me 1 hour before the class begins.

A letter grade will be deducted for each day an assignment is late.

A Plus/Minus Grading system for graduate students taking graduate courses will be used as outlined: [http://www.utexas.edu/ogs/student_services/academic_policies/plus_minus.html](http://www.utexas.edu/ogs/student_services/academic_policies/plus_minus.html)

**Policy on Academic Dishonesty**

The University of Texas at Austin defines academic dishonesty as cheating, plagiarism, unauthorized collaboration, falsifying academic records, and any act designed to avoid participating honestly in the learning process. Scholastic dishonesty also includes, but is not limited to, providing false or misleading information to receive a postponement or an extension on a test, quiz or other assignment, and submission of essentially the same written assignment for two courses without the prior permission of faculty members.

Students should be aware that all required writing assignments may be submitted to a plagiarism-detection tool such as Turnitin.com. Turnitin is a software resource intended to address plagiarism and improper citation. The software works by cross-referencing submitted materials with an archived database of journals, essay, newspaper articles, books, and other published work. In addition, other methods may be used to determine the originality of the paper. This software is not intended to replace or substitute for the faculty member’s judgement regarding detection of plagiarism.
University Honor Code:

http://www.utexas.edu/about-ut/mission-core-purpose-honor-code

By accepting this syllabus and participating in the course, you have agreed to these guidelines and must adhere to them. Students who violate University rules on scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and/or dismissal from the University.

For more information on scholastic dishonesty, please visit the Student Judicial Services website at http://deanofstudents.utexas.edu/sjs/

Policy on Students with Disabilities

The University of Texas at Austin provides upon request appropriate accommodation for qualified students with disabilities. Any student with a documented disability (physical or cognitive) who requires academic accommodations should contact the Services for Students with Disabilities area of the Office of the Dean of Students at 471-6259 (voice) or 471-4641 (TTY for users who are deaf or hard of hearing) as soon as possible to request an official letter outlining authorized accommodations.

http://www.utexas.edu/diversity/ddce/ssd/

Religious holidays

By UT Austin policy, you must notify me of your pending absence at least fourteen days prior to the date of observance of a religious holiday. If you must miss a class, an examination, a work assignment, or a project in order to observe a religious holy day, you will be given an opportunity to complete the missed work within a reasonable time after the absence.