Course Syllabus

Syllabus Spring 2020

The University of Texas at Austin  
School of Information  
Spring 2020

INF 392M ADVANCED AUDIO PRESERVATION AND REFORMATTING

Instructor: Sarah Cunningham  
Office:

Audiovisual Archive LBJ Library 2313 Red River  
Office Hours: by appointment (512) 721-0156  
Unique number: 27445  
Course Time: Tuesday 6:00 – 9:00 Classroom: UTA 1.212

Instructor email: shcunningham@mail.utexas.edu

**Description:** An advanced survey of the preservation of audio and the management of audio preservation programs including:

- Examination of how select national and local AV archives are organized

- Review of audio preservation literature

- Overview of methods used to appraise and catalog recordings

- Copyright issues pertaining to the preservation and access of historical recordings

- Role of vendors in the preservation of collections

- "Hands-on" methods used to digitize audio materials for preservation

**Objectives:** This class will build upon the foundation of the Introduction to Audio Preservation class. Students will gain an understanding of:

- Management of sound archives

- How to plan, manage and digitize a collection of audio recordings

- What to look for when surveying an audiovisual collection

- Current best practices and methods for preserving recordings

- **Each Student will be responsible for the processing, preservation and digitization of a collection of audio recordings and a write –up of the project.**

Class participation: Students are required to complete the assigned readings, participate in class discussions and activities each week. Students will need to participate in discussions during the semester.

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.

Required Texts: in the files section on Canvas

This course has a Canvas page. It can be accessed at Courses.utexas.edu

**January 21 –Review of Intro to Audio Preservation and planning an audio preservation project**

*Note: Each student will set up a meeting with the instructor between January 22 and January 31 to discuss projects and research.*

IASA Ethical Principles for Sound and Audiovisual Archives

http://www.iasa-web.org/ethical-principles

**January 28- Setting up an Audio Preservation Project**

CARLI – Consortium of Academic and Research Libraries in Illinois Guidelines for the Creation of Digital Collections: Digitization Best Practices for Audio

http://www.carli.illinois.edu/sites/files/digital\_collections/documentation/guidelines\_for\_audio.pdf

The Library of Congress National Recording Preservation Plan

http://www.clir.org/pubs/reports

**Additional Reading**

Murphy, William T. Managing Audiovisual Archives

http://www.openisbn.com/free\_ebooks/id\_81598\_Managing\_Audiovisual\_Records#download

Copeland, Peter. Manual of Analogue Sound Restoration Techniques

https://www.prestocentre.org/system/files/library/resource/analoguesoundrestoration.pdf

Wright, Richard. Preserving Motion Pictures and Sound

Preserving Moving Pictures and Sound [PDF 915KB]

**February 4 – Project Set Up**

Individual readings in folders on Canvas

**February 11 - Preservation of Magnetic Media in Audio Archives –**

Image and Sound Archiving and Access: The Challenges of the 3rd Millennium; Proceedings of the Joint Technical Symposium, Paris 2000.

The deterioration of polymers in audio-visual material

Michele Edge - (in the "Files" section of Canvas)

Gibson, Gerald D. Preservation and conservation of sound recordings

https://www.ideals.illinois.edu/handle/2142/

Bertram, H. Kinetics of the humid aging of magnetic recording tape. (Canvas)

**February 18 – When “Things go wrong.” Tools and Resources**

Norris, Sarah. Effects of Desiccation on Degraded Binder

Extraction in Magnetic Audio Tape. ARSC Journal vol.41 issue #2, Fall 2010.

Reading Pack for February 19

**February 25 - Magnetic Tape Degradation Factors**

Bigourdan, Jean-Louis, et al. The Preservation of Magnetic Tape Collections: A Perspective. Rochester, New York: Image Permanence Institute, Rochester Institute of Technology, 2006. http://www.imagepermanenceinstitute.org/shtml\_sub/NEHTapeFinalReport.pdf

Hess, Richard. Tape Degradation Factors and Challengers in Predicting Tape Life. ARSC 39.2:

http://www.richardhess.com/tape/history/HESS\_Tape\_Degradation\_ARSC\_Journal\_39-2.pdf

Porck, Henk J. and Rene Teygeler. “Preservation Science Survey: An Overview of Recent Developments in Research on the Conservation of Selected Analog Library and Archival Materials.” Council on Library and Information Resources, December 2000.

Read Chapter 4: Magnetic Tape

http://www.clir.org/pubs/abstract//reports/

Boston, George. Survey of Endangered Audiovisual Carriers: Survey conducted by the International Association of Sound and Audiovisual Archives, with assistance from the International Council of Archives on behalf of the Information Society Division. Paris: United Nations Educational, Scientific, and Cultural Organization, 2003. http://portal.unesco.org/ci/en/files/13437/10680465001Survey\_Report.pdf/Survey%2BReport.pdf (Links to an external site.)Links to an external site. (PDF, 166 KB). Read pages 1 – 7.

Copeland, Peter. “Manual of Analogue Audio Restoration Techniques.” British Library, 2006. http://www.bl.uk/reshelp/findhelprestype/sound/anaudio/analoguesoundrestoration.pdf (Links to an external site.)Links to an external site.

**March 3 - Care and Handling of Magnetic Tape**

http://richardhess.com/notes/

Guide to the Richard Hess Mullin-Palmer Tape Restoration Project Collection ARS.0035 (prepared by Franz Kunst)

http://www.oac.cdlib.org/findaid/ark:/13030/kt5k4036nc/entire\_text/   
McKnight, Jay. Some Popular Misconceptions About

Magnetic Recording History and Theory

<http://www.aes.org/aeshc/pdf/mcknight_some-popular-misconceptions>.

**March 10** - **Ask the Experts**

O'Connell, M. Wet playing of reel tapes with Loss of Lubricant – A guest article by Marie O’Connell, published on the author’s blog at

http://richardhess.com/notes/2006/03/09/wetplaying-of-reel-tapes-with-loss-of-lubricant-aguest-article-by-marie-oconnell/

Audio Artifact Atlas

<http://avaa.bavc.org/artifactatlas/index.php/A/V_Artifact_Atlas>

IASA. Selection for Digitization in National Sound Archives

http://www.iasa-web.org/task-force/5-selection-digitisation-national-sound-archives

Murray, Annie and Jared Wiercinski. Looking at Archival Sound: Enhancing the listening experience in a spoken word archive

<http://www.firstmonday.org/htbin/cgiwrap/bin/ojs/index.php/fm/article/view/3808/>

**March 16 – 20 Spring Break**

**March 24 – The National Recording Board Preservation Plan**

http://www.clir.org/

Additional Readings are in the Course Documents section for March 26

DUE: Paper/Project outlines

**March 31- Preservation of Oral History**

Oral History in the Digital Age

http://ohda.matrix.msu.edu/

Additional Reading in Course Documents section for April 3, 2017

**Additional Reading**

Brooks, Tim. Latest Copyright Developments

ARSC May 12, 2011

http://www.arsc-audio.org/conference/audio2011/index.html

Copyright Term and the Public Domain in the United States

http://copyright.cornell.edu/resources/publicdomain.cfm

Public Domain Sherpa: Public Domain Sound Recordings:

http://www.publicdomainsherpa.com/public-domain-sound-recordings.html

Music Encoding Initiative

http://www2.lib.virginia.edu/innovation/mei/ http://music-encoding.org

**April 7 – Digital Humanities and Media Archeology**

Parikka, Jussi Archives in Media Theory: Material Media Archaeology and Digital Humanities from Understanding Digital Humanities by David M. Berry http://reader.eblib.com.ezproxy.lib.utexas.edu/%28S%28m4atxgtwrim3mnqbdki32w2a%29%29/Reader.aspx?p=868344&o=429&u=YgE465XWJ3g%3d&t=1389396749&h=2F4CBD7C765A175814FA8DBCFED1728DD49B7AEA&s=20587217&ut=1296&pg=1&r=img&c=-1&pat=n# (Links to an external site.)Links to an external site. pp. 85 – 109

Frabetti, Federica. ‘Have the Humanities Always Been Digital?: For an Understanding of the “Digital Humanities” in the Context of “Originary Technicity”’ In David Berry (Ed.) Understanding the Digital Humanities, London: Palgrave-Macmillan.

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**April 14 - Project Review**

Reading Modules in Canvas

**Additional Reading**

Federal Agencies Digitization Guidelines Initiative

http://www.digitizationguidelines.gov/

Born Digital (Links to an external site.).: Guidance for Donors, Dealers, and Archival Repositories  
http://mediacommons.futureofthebook.org/mcpress/borndigital

**April 21–**  Papers Due

**April 28 Presentation of Student Papers**

**May 5 - Last class day – final exam**

Bring “Blue Book” or at least 15 sheets of paper for the exam.

Project 60%

Research Paper 30 %

Final 10 %

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

**Policy on Scholastic 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 web site at http://www.utexas.edu/depts/dos/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 holy day. 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.