**INF 392L INTRODUCTION TO AUDIO PRESERVATION AND REFORMATTING**

**The University of Texas at Austin**

**School of Information**

**Fall 2018**

**INF 392L INTRODUCTION TO AUDIO PRESERVATION AND REFORMATTING**

Instructor: Sarah Cunningham

Office: School of Information 5th floor

Office Hours: by appointment (512) 721-0156

392L Unique number: 27880

350G Unique number 27620

Course Time: Tuesdays 6:00 – 9:00 Classroom: UTA 1.212

Instructor email: [shcunningham1@utexas.edu](mailto:shcunningham1@utexas.edu)

Teaching assistant:

Lab hours: Will be scheduled during the semester and by appointment with the Instructor or the TA

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](http://courses.utexas.edu/)

**Required Printed and Online Texts:**

Brylawski, Sam. (2015) ARSC Guide to Audio Preservation. Council on Library and Information Resources. <http://www.clir.org/pubs/reports/pub164/pub164.pdf>

Sterne, Jonathan. (2003) The Audible Past: Cultural origins of sound reproduction. Durham: Duke University Press. – (also available as an eBook through the UT Library)

Morton, David. (2004) Sound recording: The life story of a technology. Westport, CT: Greenwood Press.

Casey, Mike and Bruce Gordon. (2007)  “Sound Directions: Best Practices for Audio Preservation.” In Sound Directions: Digital Preservation and Access for Global Audio Heritage. Bloomington, IN: Indiana University, 2007.<http://www.dlib.indiana.edu/projects/sounddirections/papersPresent/sd_bp_07.pdf>

International Association of Sound and Audiovisual Archives. (2009) IASA-TC04 guidelines on the production and preservation of digital audio objects: Standards, recommended practices, and strategies. Second Edition. Auckland Park, South Africa: International Association of Sound and Audiovisual Archives, Technical Committee. <http://www.iasa-web.org/tc04/audio-preservation>

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.**

**Papers**

**Papers will be graded on: Research, Content, Writing and Presentation**

Students that need assistance with writing may visit the **Sanger Learning Center** for feedback, tips to improve writing skills and sessions with a writing tutor:

<http://www.utexas.edu/ugs/slc/grad>

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 Academic Integrity**

Students who violate University rules on academic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and/or dismissal from the University. Since such dishonesty harms the individual, all students, and the integrity of the University, policies on academic dishonesty will be strictly enforced. For further information, please visit the Student Conduct and Academic Integrity website at: http://deanofstudents.utexas.edu/conduct.

**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 web site 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 Holy Days**

Religious holy days sometimes conflict with class and examination schedules. Sections 51.911 and 51.925 of the Texas Education Code address absences by students and instructors for religious holy days. Section 51.911 states that a student shall be excused from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence. University policy required students to notify each of their instructors as far in advance of the absence as possible so that arrangements can be made.

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.

**Final Exam December 4 -**

First assignment (presentation):      5%

Quiz on Readings                         15%

Research paper outline:                10%

Research paper:                           30%

Class participation:                       25%

Final exam                                    15%