

THTR 569 Sound Documentation

Instructor's Contact Information

Name: Rick Thomas
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Assisted by:

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Course Credit Hours: 3

Instructional Modality: Sync-Online

Office Hours: Online only via Zoom: Mon 1:30 – 2:30, Wed 2:30 – 3:30, (Exceptions apply, always book in advance); also by appointment, so don't be afraid to ask!

Course Information

Course CRN: 29347, 29348
Spring, 2021; T Th 1:30 – 3:20 p.m.
Online via Zoom and Brightspace:
<https://purdue.brightspace.com/d2l/home/221086>

John Chung: chung172@purdue.edu
(317) 937-5496

Prerequisites: Instructor Approval

CLASS SCHEDULE: Spring 2021

January	19	Intro to Course
	<u>21</u>	Vectorworks Discussion: Download and Install Vectorworks, complete online courses in Vectorworks U: The Basics Course DUE,
	26	Hansen Theatre Sound Documentation Tour: USITT Introduction, pp. 3-10, Planar Modes, Viewports, DUE; <i>Optional: Moving from AutoCad to Vectorworks, Audio Tools-Speakers: https://bit.ly/3smq1vZ, Speaker Arrays: https://bit.ly/2MQpMZA, ConnectCAD: https://bit.ly/3bzBli8, Cable Tools: https://bit.ly/2XxYpFJ</i>
	<u>28</u>	Modeling a Loudspeaker Demo 1
February	2	Modeling a Loudspeaker Presentation DUE
	<u>4</u>	Setting up the Sound Drawing & Schedule and System Block Diagram Demo 2 Inputs (USITT System Block Diagrams, pp. 11-28)
	9	Setting up the Sound Drawing & Schedule and System Block Diagram Presentation, Part I Inputs DUE
	<u>11</u>	System Block Diagram Demo 3 DSP and Outputs <i>First Time Logs DUE</i>
	16	System Block Diagram Presentation, Part II DSP and Outputs DUE
	<u>18</u>	Final Project Research Presentation Check-in
	23	Critique of System Block Diagram Revisions DUE

	<u>25</u>	importing the scene design into Vectorworks Demo 4 (USITT Plan, Section & Elevation Views, pp. 29-33)
March	2	<i>Mother Courage Sound Drawings & Schedule</i> Preliminary Plan with Scene Design Import Presentation DUE
	<u>4</u>	Drafting Sound Devices into the Sound Drawings & Schedule Demo 5
	9	USITT
	<u>11</u>	USITT
	16	<i>Mother Courage</i> Plan, Section Presentation DUE <i>Second Time Logs DUE</i>
	<u>18</u>	READING DAY
	23	<i>Final Project Checkup</i> /Hookups: <i>Nell Gwynn</i> Design Demo 6 Part I (USITT Hookups, pp. 34-39)
	<u>25</u>	Hookups: <i>Nell Gwynn</i> Design Demo 6 Part II (USITT Hookups, pp. 34-39)
	30	Hookups Presentation DUE
April	<u>1</u>	IP Schedules and Routing Demo 7 (USITT Routing, pp. 40-45, 49-51)
	6	Finish Hookup Schedules/IP Schedules and Routing Presentation DUE
	<u>8</u>	Final Project Check-In <i>Third Time Logs DUE</i>
	13	READING DAY
	<u>15</u>	Shop order, Cable Labeling Demo 8 (USITT Equipment Schedules, pp. 64-66)
	20	Shop Orders, Cable Labels DUE
	<u>22</u>	Wireless Microphone Documentation Demo 9 (USITT Wireless Microphone Tracking, pp. 46-48)
	27	Wireless Microphone/RF Presentation DUE
	<u>29</u>	Conclusion Presentation/Final Project Preliminary Presentation DUE
Friday May	<u>7</u>	3:00 p.m.: Final Projects DUE <i>Final Time Logs DUE</i>

NOTE: THIS SYLLABUS SUBJECT TO CHANGE!!

Course Description

Introduction to documentation for theatre sound systems used in theatrical productions.

Learning Outcomes:

After you complete this course you will have:

1. Created and assembled a comprehensive collection of drawings, spreadsheets and other necessary documentation for a complete sound system design for a major theatre production;
2. Demonstrated that you are prepared to create all the support documents necessary so that your production sound engineer on a realized Purdue production can prepare, load-in, verify, calibrate, maintain and strike your sound system design for a production;
3. Presented your work in a public setting, acquiring increased confidence in your ability to present technical documentation to a public audience;
4. Improved your CAD drafting skills using a software program such as Vectorworks especially targeted at sound system drafting.

Learning Resources, Technology & Texts:

1. Brightspace page: You can access the course via Brightspace:
<https://purdue.brightspace.com/d2l/home/221086>
2. Register for a free Educational version of Vectorworks and download the program at: <https://student.myvectorworks.net>
Make sure to download and install Vectorworks 2021!
3. Once downloaded, open Vectorworks and set your Workspace to Designer under Tools/Workspaces/
NOTE: You can setup your Workspace however you want, but you'll need it in this configuration to match Rick's demos and to speed up class discussions and critiques
4. Intro to Vectorworks instructional videos:
 - a. Vectorworks U (free): <https://bit.ly/3oDryva>
5. Zoom Meeting Preferences; in order for you to see the instructors' screen, and the instructors to be able to see your screen, you will need two monitors enabled in the following manner:
 - a. Under General, enable: "Dual Monitors"
Note: Not everyone may be able to view both screen shares even with "Dual Monitors" enabled
 - b. Restart Zoom for change to take effect; Zoom meetings should now open two separate windows
6. The Course Content folder contains the following resources for the class:
 - a. USITT Sound Document Recommendations 2020
 - b. Hansen Sound Template (note that, given the "alpha" nature of this class, this document will most likely be updated frequently).

Minimum Technology requirements

1. You will need a strong, reliable, high-speed Internet connection on a daily basis to meet the requirements for this class.

2. It is NOT recommended that you attempt to complete this course using only a mobile phone.
3. If you encounter a critical need, reach out to the [Office of the Dean of Students](#) for a consultation.
4. Our course content utilizes video, which requires more data of certain types of Internet connections.
5. You must be able to use Brightspace and all of its features to be successful in this course.
6. If you need help, there is a new widget on your campus homepage that has links to campus-wide resources, or you can reach out to me, your instructor.
7. You will need a computer that meets the minimum requirements, and more likely the recommended requirements for Vectorworks '21. We also advise a large (second) monitor display, minimum 27", a multi-button mouse such as the LogicTech Magic Mouse series.
8. You will need a computer with a camera that is turned on during all class times, except during breaks, and you will need a fast enough internet connection to share your Vectorworks display *and* your camera with the rest of the class.

Assignments

Presentations

There are 10 presentations of class projects, each worth 8 points. The final presentation is worth 12 points.

Generally speaking, we assign each project on Thursday, and you have until the following Tuesday class to prepare your project. We will critique your project in class on Tuesdays, allowing 20 minutes per person for each critique. We will record every class to allow you to minimize the number of notes you will need to take, and maximize your ability to follow along in class on your own computer. You will be able to review both the class demonstrations and the critique of your project through the recorded videos published to Brightspace.

You will be responsible for incorporating feedback from class discussions, including feedback of other students' work as well as your own, into your final project presentation. At the same time, we as instructors acknowledge that, as a graduate level class, we must leave room for you to develop your own stylistic preferences in presenting your work as you best see fit. In this spirit, we will not meticulously check your work for correctness; ultimately, the most important grade you will receive will be how a potential employer reacts to the meticulousness of your work and your ability to effectively communicate through your documents.

Projects must be turned in to this Box submission folder before the class period in which they are due:

<https://purdue.app.box.com/f/a6868730987c4f349cfc9854a85defb3>

Please turn in a small “Howdy Rick!” note to test the submission process before the second class to make sure that the submission process works for you. I’ll be happy to send you an email confirmation if you include your email address.

Label your file with your login name followed by the date, and the Project name, for example:

Zounds_20200818_THTR569_Final_Project

Final Research Project

For the final project, we will split the class into three research tasks:

1. Proposed ConnectCAD conversion of Block Diagrams in Hansen Template from generic Vectorworks drafting;
2. 3D conversion of Theatre Loudspeaker Symbols and Callboard Reference;
3. EASE renderings of permanent sound system added to specification pages as jpg bases.

We’ll split our group into three smaller groups so that each group tackles one of the final projects. The final project presentation will consist of both the finished *Mother Courage Sound Drawings and Schedules* and the Research Project.

Timesheet Template

We all need to understand that this course is in the “alpha” stage of testing. Therefore, we don’t really have good experience understanding how much time you will need to devote to class projects outside of class (aka homework, outside research, etc.). We want to learn more about this aspect of the class as we develop it, and we want to ensure that you are spending a reasonable amount of time outside of class each week devoted to the class. In order to accomplish this, please download the THTR 569 Timesheets Template from the Brightspace Content folder and maintain accurate logs of your outside of class work *after each session*. Please don’t attempt to do this weekly by trying to remember when you work, just get in the habit of as you end each work session, logging your time, as if this was an hourly employment position.

Grading Scale

This is a discussion and project-oriented course, in which you will have an assignment to accomplish for virtually every class. Grading for these assignments will, of necessity, be subjective, but several factors will seriously affect your grade for each assignment. The most important factor is your completion and presentation of each assignment on time. The second most important factor is your participation in the grading, sharing and discussion of the assignment (see “Attendance” below). Finally, your grade will be affected by the amount of apparent effort you have made to create and present each project, your attitude toward your work and the class in general, your ability to understand

and follow the guidelines, and your success in accomplishing the objective of each assignment. Grading is based on the following point system:

80 Points	10 Project Presentation, each worth 8 points
12 Points	1 Final Project Presentation, incorporating feedback from the 11 Project Presentation Critiques and discussion
8 Points	4 Time logs submitted every four weeks of class, including the final exam period, each worth 2 points
100 Points	Maximum Possible Points
90 Points	A
80 Points	B
70 Points	C
60 Points	D

NOTE: In order to receive more than half credit on the final project, you will need to have made up any missed work during the semester in a timely manner. "In a timely manner" means that the course is iterative and sequential, and that you must complete one project before moving on to the next in the sequence.

Attendance

As participants in a graduate level, research-oriented class, we expect you to fully participate synchronously in every class. The essential nature of this course is based around your strong preparation and participation. This makes attendance an integral part of the experience, and hard to replicate offline.

Synchronous Participation:

To earn credit for synchronous participation, you must have a strong internet connection that fully supports both audio and video transmission. You must have a video camera that transmits your image, and you must have that turned on during class. I strongly encourage you to consider setting up a virtual background on Zoom to prevent you from having to share your private surroundings. To do this, download the Zoom app, go to "Settings" and choose "Virtual Background". Please be respectful when choosing a virtual background to share!

Sharing images of our faces allows us both to read and gauge each other's reactions instantaneously to whatever is happening in the class. I can quickly get a pretty good indication if you are intrigued, puzzled, bored, angry, etc., and adjust the direction of class accordingly. As you can imagine, this is incredibly helpful to me in terms of having a discussion with you!

Asynchronous Participation:

If you are not able to participate synchronously for any reason you will need to participate in the class asynchronously. Please make sure to alert the instructors well in advance of your absence whenever possible, and provide a plan for making up the absence, including partial absences in which you may have to arrive late or leave class early. Download a video of the class and watch it after the live class. Drop us a note to alert us that you have addressed making up the missed class and include any questions that came up as you watched the videos/attempted to implement critics and suggestions.

Communications

A GroupMe link to converse with the assistant instructors:

https://web.groupme.com/join_group/65351838/soJ8xuzK.

I only answer email in the morning between 8:00 and 9:00 a.m.; if you wait until the last minute to ask a question or raise an issue, you won't receive an answer in time to properly prepare for class. It is your responsibility to engage in timely communication, and not assume that notification = resolution.

Copyright Agreement and Recording of Class Discussions

By participating in this course, you explicitly and implicitly agree to have all class discussions recorded for use by the instructor for further development of the course and book content, and for students in the course who need to experience the class again. You further agree that any recordings to which you are given access contain copyrighted material, and you further agree to not distribute those recordings in any manner under any circumstances.

Focused Interactions Policy

Classroom lectures, discussions and listening require an extraordinary amount of constant verbal and nonverbal feedback and communication. Please turn off cell phones and refrain from engaging in social media/activities not specifically related to the class. If you have specific circumstances related to this policy, do not hesitate to contact me so we can work something out!

Academic Guidance in the Event a Student is Quarantined/Isolated

"If you must quarantine or isolate at any point in time during the semester, please reach out to me via email so that we can communicate about how you can continue to learn remotely. Work with the Protect Purdue Health Center (PPHC) to get documentation and support, including access to an Academic Case Manager who can provide you with general guidelines/resources around communicating with your instructors, be available for academic support, and offer suggestions for how to be successful when learning remotely. Your Academic Case Manager can be reached at acmq@purdue.edu.

Importantly, if you find yourself too sick to progress in the course, notify your academic case manager and notify me via email or Brightspace. We will make arrangements based on your particular situation.”

Attendance Policy during COVID-19

Students are expected to attend all classes in-person unless they are ill or otherwise unable to attend class. If they feel ill, have any symptoms associated with COVID-19, or suspect they have been exposed to the virus, students should stay home and contact the Protect Purdue Health Center (496-INFO).

In the current context of COVID-19, in-person attendance cannot be a factor in the final grades. However, timely completion of alternative assessments can certainly be part of the final grade. Students need to inform the instructor of any conflict that can be anticipated and will affect the timely submission of an assignment or the ability to take an exam.

Classroom engagement is extremely important and associated with your overall success in the course. The importance and value of course engagement and ways in which you can engage with the course content even if you are in quarantine or isolation, will be discussed at the beginning of the semester. Student survey data from Fall 2020 emphasized students' views of in-person course opportunities as critical to their learning, engagement with faculty/TAs, and ability to interact with peers.

Only the instructor can excuse a student from a course requirement or responsibility. When conflicts can be anticipated, such as for many University-sponsored activities and religious observations, the student should inform the instructor of the situation as far in advance as possible. For unanticipated or emergency conflicts, when advance notification to an instructor is not possible, the student should contact the instructor/instructional team as soon as possible by email, through Brightspace, or by phone. In cases of bereavement, quarantine, or isolation, the student or the student's representative should contact the Office of the Dean of Students via [email](#) or phone at 765-494-1747. Our course Brightspace includes a link to the Dean of Students under 'Campus Resources.'

Classroom Guidance Regarding Protect Purdue

The [Protect Purdue Plan](#), which includes the [Protect Purdue Pledge](#), is campus policy and as such all members of the Purdue community must comply with the required health and safety guidelines. Required behaviors in this class include: staying home and contacting the Protect Purdue Health Center (496-INFO) if you feel ill or know you have been exposed to the virus, properly wearing a mask [in classrooms and campus building](#), at all times (e.g., mask covers nose and mouth, no eating/drinking in the classroom), disinfecting desk/workspace prior to and after use, maintaining appropriate social distancing with peers and instructors (including when entering/exiting classrooms), refraining from moving furniture, avoiding shared use of personal items, maintaining robust hygiene (e.g., handwashing, disposal of tissues) prior to, during and after class, and following all safety directions from the instructor.

Students who are not engaging in these behaviors (e.g., wearing a mask) will be offered the opportunity to comply. If non-compliance continues, possible results include instructors asking the student to leave class and instructors dismissing the whole class. Students who do not comply with the required health behaviors are violating the University Code of Conduct and will be reported to the Dean of Students Office with sanctions ranging from educational requirements to dismissal from the university.

Any student who has substantial reason to believe that another person in a campus room (e.g., classroom) is threatening the safety of others by not complying (e.g., not wearing a mask) may leave the room without consequence. The student is encouraged to report the behavior to and discuss next steps with their instructor. Students also have the option of reporting the behavior to the [Office of the Student Rights and Responsibilities](#). See also [Purdue University Bill of Student Rights](#).

Related Considerations:

1. References Supporting Protect Purdue Compliance:

- Office of the Dean of Students [Protect Purdue Compliance Plan: Ask, Offer, Leave, Report](#)
- Office of the Dean of Students [Managing Classroom Behavior and Expectations](#)

Accessibility

Purdue University strives to make learning experiences as accessible as possible. If you anticipate or experience physical or academic barriers based on disability, you are welcome to let me know so that we can discuss options. You are also encouraged to contact the Disability Resource Center at: drc@purdue.edu or by phone: 765-494-1247. More details are available on our course Brightspace under Accessibility Information.

Purdue has assistance available to help you make learning materials accessible. Some examples include:

- [Information on Universal Design for Learning](#)
- [Guidance on creating accessible documents](#)
- [Workshops on accessible materials](#) suggested by the DRC
- Contact innovativelearningteam@purdue.edu with questions.

Mental Health Statement

- If you find yourself beginning to feel some stress, anxiety and/or feeling slightly overwhelmed, try [WellTrack](#). Sign in and find information and tools at your fingertips, available to you at any time.

- If you need support and information about options and resources, please contact or see the [Office of the Dean of Students](#). Call 765-494-1747. Hours of operation are M-F, 8 am-5 pm.
- If you find yourself struggling to find a healthy balance between academics, social life, stress, etc. sign up for free one-on-one virtual or in-person sessions with a [Purdue Wellness Coach at RecWell](#). Student coaches can help you navigate through barriers and challenges toward your goals throughout the semester. Sign up is completely free and can be done on BoilerConnect. If you have any questions, please contact Purdue Wellness at evans240@purdue.edu.
- If you're struggling and need mental health services: Purdue University is committed to advancing the mental health and well-being of its students. If you or someone you know is feeling overwhelmed, depressed, and/or in need of mental health support, services are available. For help, such individuals should contact [Counseling and Psychological Services \(CAPS\)](#) at 765-494-6995 during and after hours, on weekends and holidays, or by going to the CAPS office of the second floor of the Purdue University Student Health Center (PUSH) during business hours.

Netiquette

Your instructor and fellow students wish to foster a safe online learning environment. All opinions and experiences, no matter how different or controversial they may be perceived, must be respected in the tolerant spirit of academic discourse. You are encouraged to comment, question, or critique an idea, but you are not to attack an individual. Our differences, some of which are outlined in the University's nondiscrimination statement below, will add richness to this learning experience. Please consider that sarcasm and humor can be misconstrued in online interactions and generate unintended disruptions. Working as a community of learners, we can build a polite and respectful course ambience. Please read the Netiquette rules for this course:

- Do not dominate any discussion. Give other students the opportunity to join in the discussion.
- Do not use offensive language. Present ideas appropriately.
- Be cautious in using Internet language. For example, do not capitalize all letters since this suggests shouting.
- Avoid using vernacular and/or slang language. This could possibly lead to misinterpretation.
- Keep an "open-mind" and be willing to express even your minority opinion.
- Think and edit before you push the "Send" button.
- Do not hesitate to ask for feedback.

Diversity and Inclusion Statement

In our discussions, structured and unstructured, we will explore a variety of challenging issues, which can help us enhance our understanding of different experiences and perspectives. This can be challenging, but in overcoming these challenges we find the greatest rewards. While we will design guidelines as a group, everyone should remember the following points:

- We are all in the process of learning about others and their experiences. Please speak with me, anonymously if needed, if something has made you uncomfortable.
- Intention and impact are not always aligned, and we should respect the impact something may have on someone even if it was not the speaker's intention.
- We all come to the class with a variety of experiences and a range of expertise, we should respect these in others while critically examining them in ourselves.

Course Evaluation

During the last two weeks of the course, you will be provided with an opportunity to evaluate this course and your instructor. Purdue uses an online course evaluation system. You will receive an official email from evaluation administrators with a link to the online evaluation site. You will have up to two weeks to complete this evaluation. Your participation is an integral part of this course, and your feedback is vital to improving education at Purdue University. I strongly urge you to participate in the evaluation system.

Disclaimer

This syllabus is subject to change. I will post updates to the syllabus on Brightspace, and send an announcement summarizing any changes.

See Brightspace/University Policies for the most up to date information on:

- Purdue's Student Guide for Academic Integrity
- Nondiscrimination Policy Statement
- Emergency Preparedness
- Violent Behavior Policy
- Use of Copyrighted Materials

College of Liberal Arts Classroom Civility Statement

Purdue University is committed to fostering diversity and inclusion and welcomes individuals of all ages, religions, sex, sexual orientations, races, nationalities, languages, military experience, disabilities, family statuses, gender identities and expressions, political views, and socioeconomic statuses. Please respect the different experiences, beliefs and values expressed by everyone in this course. Behaviors that threaten, harass, discriminate or that are disrespectful of others will not be tolerated. Inappropriate behaviors will be addressed with disciplinary action, which may include being referred to the Office of the Dean of Students.

Please visit Purdue's Nondiscrimination policy for more information:

http://www.purdue.edu/purdue/ea_eou_statement.html

Health and other emergencies

According to a memorandum by the Provost Office (August 11, 2009), special care has to be taken to minimize the effect of Pandemic Influenza A (H1N1). In the event of a major

campus emergency, course requirements, deadlines and grading percentages are subject to changes that may be necessitated by a revised semester calendar or other circumstances beyond the instructor's control. Here are ways to get information about changes in this course in order of preference: visit the Brightspace web page, email me at zounds@purdue.edu, or call my office phone: 494-8150.

CAPS Information

Purdue University is committed to advancing the mental health and well-being of its students. If you or someone you know is feeling overwhelmed, depressed, and/or in need of support, services are available. For help, such individuals should contact Counseling and Psychological Services (CAPS) at (765)494-6995 and <http://www.purdue.edu/caps/> during and after hours, on weekends and holidays, or through its counselors physically located in the Purdue University Student Health Center (PUSH) during business hours.