



# MMCC8090

## Radio and Podcast Production

Session 2, Special circumstances 2021

*Department of Media, Communications, Creative Arts, Language and Literature*

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#### **Disclaimer**

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#### **Session 2 Learning and Teaching Update**

The decision has been made to conduct study online for the remainder of Session 2 for all units WITHOUT mandatory on-campus learning activities. Exams for Session 2 will also be online where possible to do so.

This is due to the extension of the lockdown orders and to provide certainty around arrangements for the remainder of Session 2. We hope to return to campus beyond Session 2 as soon as it is safe and appropriate to do so.

Some classes/teaching activities cannot be moved online and must be taught on campus. You should already know if you are in one of these classes/teaching activities and your unit convenor will provide you with more information via iLearn. If you want to confirm, see the list of [units with mandatory on-campus classes/teaching activities](#).

Visit the [MQ COVID-19 information page](#) for more detail.

## General Information

Unit convenor and teaching staff

Convenor Lecturer

Dr Virginia Madsen

[virginia.madsen@mq.edu.au](mailto:virginia.madsen@mq.edu.au)

Contact via Email first. Office: 0298502180

10 Hadenfeld Ave, 10HA 191J

Wed 2.30-3.30pm or Thursday 4.30-5.30 or by appointment

Technical Support and demonstration

Ben Nash

[ben.nash@mq.edu.au](mailto:ben.nash@mq.edu.au)

By appointment

Credit points

10

Prerequisites

Admission to MCrlnd or MMediaComm

Corequisites

Co-badged status

Unit description

This unit provides students with knowledge of principles and practices of audio production and broadcast radio production. The unit covers radio programming, production and podcasting using local, national and international examples. Practical workshops will incorporate skills and techniques of devising and presenting radio program material including: making location recordings, conducting pre-recorded location and studio interviews, exploring techniques and practices of radio journalism, programming, scripted voice segments, promotion, entertainment, and feature package production using state of the art digital recording/editing/mixing software.

## Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at <https://www.mq.edu.au/study/calendar-of-dates>

## Learning Outcomes

On successful completion of this unit, you will be able to:

**ULO1:** demonstrate advanced knowledge of conceptual skills in radio and audio content production for diverse media applications.

**ULO2:** demonstrate advanced communication and expression skills.

**ULO3:** evaluate and implement a range of operational, technical and media industry skills related in particular to audio production and program making.

**ULO4:** collaborate professionally to produce a range of creative and journalistic outputs.

**ULO5:** analyse and evaluate creative and professional media practice, with an emphasis on radio industry audio content.

## General Assessment Information

Please note that the University and the Faculty of Arts have launched a new assessment policy effective as of 1 July 2021. This new policy particularly affects LATE SUBMISSION OF ASSIGNMENTS.

The Faculty policy in relation to late assessment submissions is as follows:

**Unless a Special Consideration request has been submitted and approved, (a) a penalty for lateness will apply – 10 marks out of 100 credit will be deducted per day for assignments submitted after the due date – and (b) no assignment will be accepted seven days (incl. weekends) after the original submission deadline. No late submissions will be accepted for timed assessments – e.g. quizzes, online tests, etc.**

To be very clear:

- Unless you have applied for special consideration and had your application approved, for each day your assignment is late, 10 marks will be deducted. For example, if you submit your assignment 7 days late, 70 marks will be deducted, which means you will fail that assignment.
- If your assignment is more than 7 days late (including weekends), you will get 0 for your assignment.

These are serious penalties that will substantially alter your final grade and even determine whether you pass or fail this unit. Please make every effort to submit your assignment by the due date.

If you find you cannot submit your assignment on time, please apply for Special Consideration through AskMQ. Make sure you read Macquarie University's policy regarding Special Consideration requests before you apply: <https://students.mq.edu.au/study/assessment-exams/special-consideration>

## Assessment Tasks

Name	Weighting	Hurdle	Due
<a href="#">Interview</a>	25%	No	23:59 03/09/2021
<a href="#">Audio Feature</a>	35%	No	23:59 11/10/2021
<a href="#">Audio Program</a>	40%	No	23:59 13/11/2021

### Interview

Assessment Type <sup>1</sup>: Media presentation

Indicative Time on Task <sup>2</sup>: 25 hours

Due: **23:59 03/09/2021**

Weighting: **25%**

Students will plan, record and edit an interview.

Refer to iLearn for further information.

On successful completion you will be able to:

- demonstrate advanced knowledge of conceptual skills in radio and audio content production for diverse media applications.
- demonstrate advanced communication and expression skills.
- evaluate and implement a range of operational, technical and media industry skills related in particular to audio production and program making.
- analyse and evaluate creative and professional media practice, with an emphasis on radio industry audio content.

### Audio Feature

Assessment Type <sup>1</sup>: Media presentation

Indicative Time on Task <sup>2</sup>: 35 hours

Due: **23:59 11/10/2021**

Weighting: **35%**

Students will research, record, write and construct a feature story or other creative audio piece in sound.

Refer to iLearn for further information.

On successful completion you will be able to:

- demonstrate advanced knowledge of conceptual skills in radio and audio content production for diverse media applications.
- demonstrate advanced communication and expression skills.
- evaluate and implement a range of operational, technical and media industry skills related in particular to audio production and program making.
- analyse and evaluate creative and professional media practice, with an emphasis on radio industry audio content.

## Audio Program

Assessment Type <sup>1</sup>: Media presentation

Indicative Time on Task <sup>2</sup>: 42 hours

Due: **23:59 13/11/2021**

Weighting: **40%**

Students will collaborate to create an audio program. This will also include a written reflection component.

Refer to iLearn for further information.

On successful completion you will be able to:

- demonstrate advanced knowledge of conceptual skills in radio and audio content production for diverse media applications.
- demonstrate advanced communication and expression skills.
- evaluate and implement a range of operational, technical and media industry skills related in particular to audio production and program making.
- collaborate professionally to produce a range of creative and journalistic outputs.
- analyse and evaluate creative and professional media practice, with an emphasis on radio industry audio content.

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<sup>1</sup> If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- the [Writing Centre](#) for academic skills support.

<sup>2</sup> Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

## Delivery and Resources

### DELIVERY METHODS

This Unit uses **Lectures** and **Workshop/Tutorials**.

Please Note: **Lectures** and **Tutorials/Workshops** commence in **Week 2**. **It is essential to attend all classes.**

Technical Assistance and Demonstrations are given in Tutorial/Workshops and students need to be able to attend these throughout the semester.

Technical demonstrations and general technical assistance will be provided from the dedicated technical staff team of the department, eg Ben Nash.

### CORE REQUIRED EQUIPMENT

- One set of good quality closed or semi-closed headphones (compulsory for each student for hygiene and safety reasons). Advice in class and iLearn.
- Memory device to store and transfer audio data

**OTHER EQUIPMENT and relevant software used for this unit** is available with/at our facilities. Where special circumstances apply or online enrollment is the only option for some students, other software options may be offered at no or minimal cost. We may also suggest additional low cost options for useful software and/or recording.

### READINGS, Programs to audition or other suggested training reading materials

Generally these are all free. See iLearn for details

## Unit Schedule

See iLearn for full schedule. This unit will cover audio production and craft skills to make programs individually and in teams, and of varying types and genres and most highly applicable to podcast, broadcast and other forms of audio-only or audio-dominant publications and dissemination. Craft skills covered include: recording speech and interviewing; editing speech and sound production for programs and podcasts; voice presentation, performance, and communication with voice; program content/topic research and audio journalism training; production/direction/creative composition of programs for mass and niche audiences; contextual understanding of audio, radio and podcast media in Australia and internationally - with foci on forms, craft, industry, trends, issues etc.

## Policies and Procedures

Macquarie University policies and procedures are accessible from **Policy Central** (<https://policies.mq.edu.au>). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- [Academic Appeals Policy](#)
- [Academic Integrity Policy](#)
- [Academic Progression Policy](#)
- [Assessment Policy](#)
- [Fitness to Practice Procedure](#)
- [Grade Appeal Policy](#)
- [Complaint Management Procedure for Students and Members of the Public](#)
- [Special Consideration Policy](#)

Students seeking more policy resources can visit [Student Policies](https://students.mq.edu.au/support/study/policies) (<https://students.mq.edu.au/support/study/policies>). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

To find other policies relating to Teaching and Learning, visit [Policy Central](https://policies.mq.edu.au) (<https://policies.mq.edu.au>) and use the [search tool](#).

## Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: <https://students.mq.edu.au/admin/other-resources/student-conduct>

## Results

Results published on platform other than [eStudent](#), (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in [eStudent](#). For more information visit [ask.mq.edu.au](http://ask.mq.edu.au) or if you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## Student Support

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

## Learning Skills

Learning Skills ([mq.edu.au/learningskills](http://mq.edu.au/learningskills)) provides academic writing resources and study strategies to help you improve your marks and take control of your study.

- [Getting help with your assignment](#)
- [Workshops](#)
- [StudyWise](#)
- [Academic Integrity Module](#)

The Library provides online and face to face support to help you find and use relevant information resources.

- [Subject and Research Guides](#)

- [Ask a Librarian](#)

## Student Services and Support

Students with a disability are encouraged to contact the [Disability Service](#) who can provide appropriate help with any issues that arise during their studies.

## Student Enquiries

For all student enquiries, visit Student Connect at [ask.mq.edu.au](http://ask.mq.edu.au)

If you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## IT Help

For help with University computer systems and technology, visit [http://www.mq.edu.au/about\\_us/offices\\_and\\_units/information\\_technology/help/](http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/).

When using the University's IT, you must adhere to the [Acceptable Use of IT Resources Policy](#). The policy applies to all who connect to the MQ network including students.