COURSE OUTLINE		
TERM: Spring 2027	**COURSE NO:** MOPA 117	
INSTRUCTOR:	**COURSE TITLE:** Introduction to Sound	
OFFICE: **LOCAL:** **E-MAIL:** @capilanou.ca	**SECTION NO(S):**	**CREDITS:** 1.5
OFFICE HOURS:		
COURSE WEBSITE:		

Capilano University respectfully acknowledges that our campuses are located on the unceded territories of the səlilwətaɬ (Tsleil-Waututh), Sḵwx̱wú7mesh (Squamish) and xʷməθkʷəy̓əm (Musqueam) Nations.

COURSE FORMAT
Three hours of class time, plus additional hour per week of after-class activities for an 8-week semester, which includes final exams.

COURSE PREREQUISITES/CO-REQUISITES
None

CALENDAR DESCRIPTION
This course introduces the principles and practices of motion picture sound, from on-set recording to final mix. Students develop practical production sound skills, including microphone technique and recording, while exploring sound design and mixing in post-production. Through hands-on exercises and critical listening, the course explores sound theory, perception, and the role of sound in cinematic storytelling, preparing students for advanced study in post-production sound design and editing.

REQUIRED TEXTS AND/OR RESOURCES
All required resources will be provided by the instructor.

COURSE STUDENT LEARNING OUTCOMES
On successful completion of this course, students will be able to do the following:

- Use terminology related to audio recording and editing in relation to film;
- Differentiate between microphone types and pickup patterns;
- Understand signal flow in relation to recording and processing;
- Demonstrate foundational production sound recording skills, including microphone placement, boom technique, and basic mono recording setups;
- Implement basic sound workflow practices of production through post-production, including file management and sound reports;
- Understand the categories and functions of sound in film;

- Identify the core components of a film soundtrack and describe foundational sound design and mixing concepts, including introductory familiarity with digital audio tools and post-production workflows.

COURSE CONTENT

Week	Topics
1	**Introduction to Film Sound** - Basic audio terminology: terms, definitions, and examples - Categories of Film Sound: terms, definitions, and examples - Listening: interior and exterior spaces, descriptive writing exercise
2	**Introduction to Location Recording** - Microphone types focus on Boom - Mix Pre -- Signal Flow - Basic boom technique
3	**PRODUCTION: Production Sound Workflow 1** - On-set etiquette & communication with the team - Boom technique continued - Mixer operation - In studio recording (monologue/ VO) - File management & workflow - Documentation/logging/sound reports
4	**PRODUCTION: Production Sound Workflow 2** - Field recording (Dialogue) interior and exterior - Room tone - Mono BGs / Ambiences - File management & workflow - Documentation/logging/sound reports
5	**Functions of Sound in Film** - Terms, definitions, examples **Intro to Sound Editing** - Basic editing tools
6	**Functions of Sound in Film Cont.** - Terms, definitions, examples **Intro to Sound Editing Cont.** - Importing
7	**Functions of Sound in Film Cont.** - Terms, definitions, examples **Sound Libraries** **Intro to Sound Editing Cont.** - Exporting
8	**FINAL EXAM**

EVALUATION PROFILE

Attendance & Professionalism* Attendance, punctuality, professionalism and engagement are integral to your success in this course and in the film industry at large.	10%
Quizzes Monologue 10% Dialogue 10% Room tone and BGs 10% eLearn or in-class quizzes will test student understanding of class material.	30%
Exercise(s) In-class exercises evaluate student understanding of technical aspects and equipment introduced in class. Exercise 1 Post-sound – 15% Exercise 2 Post-sound – 20%	35%
Final Exam A final exam, assignment, or project allows students to demonstrate learning.	25%
TOTAL	**100%**

*No single quiz, exercise, or assignment will be worth more than 35%

***Professionalism:** Students are expected to demonstrate a professional attitude and behaviour towards their work, fellow-students, and their instructor. Students should demonstrate reliability, respect for and co-operation with colleagues. A willingness to work calmly and courteously under difficult conditions as well as a determination to achieve first-class work while meeting deadlines is necessary in this course. Students should have respect for equipment and systems, and a constructive response to criticism.

GRADING PROFILE

A+ = 90-100	B+ = 77-79	C+ = 67-69	D = 50-59
A = 85-89	B = 73-76	C = 63-66	F = 0-49
A- = 80-84	B- = 70-72	C- = 60-62	

Incomplete Grades
Grades of Incomplete "I" will not be assigned in this course.

Late Assignments
Assignments are due at the beginning of the class on the due date listed. If you anticipate handing in an assignment late, please consult with your instructor beforehand. Late assignments will only be accepted if prior approval for a late submission date has been given by the instructor.

Missed Exams/Quizzes/Labs etc.
Make-up exams, quizzes and/or tests are given at the discretion of the instructor. They are generally given only in medical emergencies or severe personal crises. Some missed labs or other activities may not be able to be accommodated. Please consult with your instructor.
Accommodations can be made to honour community needs and traditional practices.

Attendance
Students are expected to attend all classes and associated activities. Participation is assessed through demonstration of consistent, thoughtful engagement in class discussions and with assigned tasks.

English Usage
Students are expected to proofread all written work for any grammatical, spelling and stylistic errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments.

Electronic Devices
Students may use electronic devices during class for note taking only.

On-line Communication
Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email or eLearn; please check both regularly. Official communication between Capilano University and students is delivered to students' Capilano University email addresses only.

UNIVERSITY OPERATIONAL DETAILS

Tools for Success
Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: https://www.capilanou.ca/student-services/

Capilano University Security: download the CapU Safe Alert App

Policy Statement (S2009-06)
Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

Academic Integrity (S2017-05)
Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy and procedures S2017-05 Academic Integrity for more information:
https://www.capilanou.ca/about-capu/governance/policies/

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

Academic dishonesty is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

Cheating: Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:

- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

Fraud: Creation or use of falsified documents.

Misuse or misrepresentation of sources: Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

Plagiarism: Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

Self-Plagiarism: Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

Prohibited Conduct: The following are examples of other conduct specifically prohibited:

- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

Sexual Violence and Misconduct

All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

> Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence Policy and B.401.1 Sexual Violence Procedure (found on Policy page https://www.capilanou.ca/about-capu/governance/policies/)

Emergencies: Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.