

Palmer School of Library & Information Science, Fall 2014
LIS 716-01 Audio Preservation
Saturdays, 12:30-5:30, March 22 – April 26, 2014

CLASS MEETS AT TWO LOCATIONS:

MIAP Media Preservation Laboratory, 665 Broadway, 6th floor (March 22, 29 and April 5) AND
Bobst Library, Room 707, 70 Washington Sq South, New York City (April 12, 19 and 26)

Instructor: Marcos Sueiro Bal
Office phone: (212) 998-2680
Email: msueiro at nypublicradio dot org (use only in emergency)
Office hours: By appointment

In this class we explore the issues related to the preservation of audio materials, both in legacy formats and in current or future or digital forms.

Upon completion of the course, you will:

- know a broad range of systems and technologies to manage and deliver audio content
- be able to identify the vast majority of audio formats found in a library or archive, and understand their operating principles;
- be knowledgeable about the fragility and obsolescence issues pertaining to preservation (and access) of each audio format;
- be able to prioritize audio materials in an archive for digitization according to their fragility, obsolescence, value, and property-rights issues;
- be knowledgeable about the technical issues involved in reformatting of analogue and digital formats, including metadata and workflows; and be aware of current best practices and standards;
- be knowledgeable about long-term preservation of digital audio objects, including the concept of a trusted digital repository; and
- be able to design a complete audio reformatting project for a collection, library, archive, museum, or other institution, as well as evaluate other reformatting projects.

Student Learning Objectives

This course addresses Student Learning Objective (SLO) 2, “Utilize a broad range of systems and technologies to manage and deliver information.” Audiovisual sources are increasingly popular as research and educational tools and professionals must be familiar with the technological and ethical principles involved with these materials.

Grading

One mid-term quiz on the fourth session (Nov 9) – 30%

One final exam on last session (Nov 23) – 50%

Attendance and participation – 20%

Anyone presenting (not just reading) a media-preservation-related current news item to the class will get an additional 5% (I will explain this in class).

We may conduct a quick review of the previous session at the beginning of each session. Students are expected to be able to discuss the reading assignments due on that day.

Grading Rubric

Written assignments in this class will be graded according to the following guidelines:

A (4.0) 93-100%

Outstanding achievement. Student performance demonstrates full command of the course materials and shows a high level of originality and/or creativity that far surpasses course expectations; grammatical errors, misspellings, and typos are minimal or non-existent.

A- (3.7) 90-92%

Very good work. Student performance demonstrates thorough knowledge of the course materials and exceeds course expectations by completing all requirements in a superior manner; grammatical errors, misspellings, and typos are minimal (average one-two per page) or non-existent.

B+ (3.3) 86-89%

Good work. Student performance demonstrates above-average comprehension of the course materials and exceeds course expectations on all tasks as defined in the course syllabus; grammatical errors, misspellings, and typos are present (average two-three per page).

B (3.0) 83-85%

Adequate work. Student performance meets designated course expectations, demonstrates understanding of the course materials, and is at an acceptable level; grammatical errors, misspellings, and typos are present (average four-five per page).

B- (2.7) 80-82%

Marginal work. Student performance demonstrates incomplete understanding of course materials; grammatical errors, misspellings, and typos are frequent (average six-ten per page).

C+ (2.3) 76-79%

Unsatisfactory work. Student performance demonstrates incomplete and inadequate understanding of course materials; grammatical errors, misspellings, and typos are very frequent (average 11-14 per page) and adversely affect the structure and flow of the narrative.

C (2.0) 73-75%

Very unsatisfactory work. Student performance demonstrates incomplete and inadequate understanding of course materials; grammatical errors, misspellings, and typos are ubiquitous (average 15 or more per page) and adversely affect the structure and flow of the narrative.

D 65-69% 1.0

Unacceptable work. The student has failed to understand the SLOs in the class.

F Below 64% 0.0

Failing. Student failed to turn in an assignment or plagiarized.

Always feel free to stop and interrupt if anything is unclear. I will also generally be available for a few minutes after class; I MUCH prefer to talk after class than to be reached by e-mail with questions. If either of us feels we need to go over anything in depth, we can make an appointment.

Required text

Bradley, K (editor). (2009). *Guidelines on the Production and Preservation of Digital Audio Objects*. IASA TC04, second edition. International Association of Sound and Audiovisual Archives.

Free web version available from <http://www.iasa-web.org/tc04/audio-preservation>

March 22. Class 1: Presentation of syllabus. The Archivist as receiver. Principles of analogue sound capture and reproduction. Audio formats (I): Mechanical.

March 29. Class 2: Audio formats (II): analog magnetic.

Required readings: Chapter 1; Sections 5.1, 5.2, 5.3, 5.4; TC-03: all

April 5. Class 3: Principles of digital sound. Audio formats (III): Optical, digital magnetic. Required readings: Chapter 3; sections 5.5, 5.6; Chapter 8.

April 12. Class 4: MIDTERM QUIZ. The archivist as re-transmitter. Prioritization.

Guest Speaker: Katrina Dixon, New York Public Library.

Required readings: none

April 19. Class 5: Intellectual property issues. Preservation: analog, digital. The OAIS model. Transfer evaluation/quality control. Trusted digital repositories. Required readings: Chapter 6

April 26. Class 6: FINAL EXAM. Audio preservation workflows. Funding: in-house vs. outside vendors; equipment. Disaster preparedness. Budgeting. Guest speaker: Kara Van Malssen, AVPS.

Required readings: Chapter 7; Chapter 9; Palm, Jonas. "The digital black hole". April 2006 (http://www.tape-online.net/docs/Palm_Black_Hole.pdf)