

Final Project Work Plan

Recording, Engineering, and Mixing

For your final project, you will need to incorporate several different elements of work and coordinate that work among your group members. I will be asking you to keep a record of the work you accomplish on a day-to-day basis. In addition, I am asking you to submit a work plan – a document that outlines what you intend to accomplish (individually and as a group) and when you intend to complete each task. To create a work plan, you will need to follow these steps:

1. Choose your group members and a basic project idea.
2. Describe, in as much detail as you can right now, what the audio portion of your project will consist of.
3. Describe in detail the 2nd element of your project and explain how it ties in with your audio and overall theme.
4. Break down your overall goals into a list of tasks you will need to do. Be as specific as possible – and divide the tasks up so that they can all be done by one individual group member. Make sure to describe the materials you will need for this task (if any).
5. Assign each task to ONE group member – this group member will be responsible for making sure the task gets done (this does not necessarily mean that this person will COMPLETE the task; he or she will simply be in charge of making sure that SOMEONE completes the task). Remember that each group member is responsible for 8 audio tracks.
6. Type or neatly write your work in the following format (examples have been filled in for you):

Group Members: Mr. Bregar, Mrs. Davis, Mrs. Stroud		
Project Idea: Comedy slideshow of yodeling dog flying over a canyon, set to music		
Audio Portion of Project: Several tracks of dogs yodeling and barking. Tracks of people clapping, cheering, and yelling encouragement. Inspirational and celebratory music.		
2nd Creative Element: PowerPoint presentation showing progress of dog, people cheering, and a dance “video”. The audio portion will be synchronized to the slideshow and will reflect the dog’s progress in flying over the canyon.		
Task / Materials	Target Completion Date	Responsible Group Member
Record yodeling dog (need dog, microphones)	5/20/11	Mr. Bregar
Download and edit audio clips of people cheering	5/22/11	Mrs. Davis
Make PowerPoint slides of dog flying above canyon	5/22/11	Mrs. Stroud

Obviously, in order to do a thorough job of creating a work plan, you will need to have ironed out most of the specific details of your final project. You will have all period on Tuesday, May 10 to complete this assignment, but I expect that you will revise your plan as the quarter progresses.

The initial copy work plan is due at the end of the class period on Tuesday, May 10. You can turn in hand-written copies to your instructor or you can e-mail typed work plans to dan.bregar@corvallis.k12.or.us. Your group only needs one work plan, but each of you should have a copy of it in case one of your group members is absent.