
Term Information

Effective Term Autumn 2023

General Information

Course Bulletin Listing/Subject Area Theatre
Fiscal Unit/Academic Org Theatre, Film and Media Arts - D0280
College/Academic Group Arts and Sciences
Level/Career Undergraduate
Course Number/Catalog 3820
Course Title Introduction to Voice Acting
Transcript Abbreviation Intro Voice Acting
Course Description This class provides practical experience in vocal performance through class exercises, discussions, observations, analysis, and interviews with professional guests. This class aims to challenge experienced performers and provide beginners with a basis for further study in vocal performance and insight into their own potential as a voice-over performer.
Semester Credit Hours/Units Fixed: 3

Offering Information

Length Of Course 14 Week
Flexibly Scheduled Course Never
Does any section of this course have a distance education component? No
Grading Basis Letter Grade
Repeatable No
Course Components Laboratory
Grade Roster Component Laboratory
Credit Available by Exam No
Admission Condition Course No
Off Campus Never
Campus of Offering Columbus, Lima

Prerequisites and Exclusions

Prerequisites/Corequisites 2811
Exclusions
Electronically Enforced Yes

Cross-Listings

Cross-Listings

Subject/CIP Code

Subject/CIP Code 50.0506
Subsidy Level Baccalaureate Course
Intended Rank Freshman, Sophomore, Junior, Senior

Requirement/Elective Designation

Required for this unit's degrees, majors, and/or minors

The course is an elective (for this or other units) or is a service course for other units

Course Details

Course goals or learning objectives/outcomes

- Develop the basic techniques of acting through voice.
- Practice performance and technique through class exercises and outside projects.
- Analyze text and character and make acting choices that enhance the narrative.
- Expand vocal range and capabilities.
- Engage with colleagues in giving and receiving thoughtful feedback.
- Provide a basis for further study in vocal performance and insight into performer potential.
- Understand the professional jobs associated with Voice Acting.

Content Topic List

- Acting
 - Voice
 - Vocal
 - Narration
 - Voice-over
- No

Sought Concurrence

Attachments

- BA Curricular Map.xlsx: THEATRE-BA Curriculum Map
(Other Supporting Documentation. Owner: Kelly, Logan Paige)
- TH3820 Intro to Voice Acting Syllabus 2022-12-20.pdf: Theatre 3820 Intro to Voice Acting Syllabus
(Syllabus. Owner: Kelly, Logan Paige)

Comments

- Updated syllabus per panel feedback. *(by Kelly, Logan Paige on 12/21/2022 11:42 AM)*
- Please see Panel feedback email sent 11/29/2022. *(by Hilty, Michael on 11/29/2022 03:00 PM)*
- If this course will be able to count in one of your majors (even as an elective), please provide an updated curriculum map with the course inserted. *(by Vankeerbergen, Bernadette Chantal on 10/17/2022 04:14 PM)*

COURSE REQUEST
3820 - Status: PENDING

Last Updated: Vankeerbergen, Bernadette
Chantal
01/11/2023

Workflow Information

| Status | User(s) | Date/Time | Step |
|--------------------|---|---------------------|------------------------|
| Submitted | Kelly, Logan Paige | 10/17/2022 11:56 AM | Submitted for Approval |
| Approved | Westlake, Jane E | 10/17/2022 01:50 PM | Unit Approval |
| Revision Requested | Vankeerbergen, Bernadette Chantal | 10/17/2022 04:14 PM | College Approval |
| Submitted | Kelly, Logan Paige | 10/18/2022 01:45 PM | Submitted for Approval |
| Approved | Westlake, Jane E | 10/18/2022 01:58 PM | Unit Approval |
| Approved | Vankeerbergen, Bernadette Chantal | 10/26/2022 02:57 PM | College Approval |
| Revision Requested | Hilty, Michael | 11/29/2022 03:00 PM | ASCCAO Approval |
| Submitted | Kelly, Logan Paige | 12/21/2022 11:42 AM | Submitted for Approval |
| Approved | Kelly, Logan Paige | 01/11/2023 02:04 PM | Unit Approval |
| Approved | Vankeerbergen, Bernadette Chantal | 01/11/2023 02:18 PM | College Approval |
| Pending Approval | Cody, Emily Kathryn Jenkins, Mary Ellen Bigler Hanlin, Deborah Kay Hilty, Michael Vankeerbergen, Bernadette Chantal Steele, Rachel Lea | 01/11/2023 02:18 PM | ASCCAO Approval |

Introduction to Voice Acting Syllabus

Theatre 3820 Spring 0000 UG

Course Information

- **Time:** Wednesdays and Fridays, 2:20 p.m.-3:40 p.m.
- **Class location:** Room O24 (Harbor Room), Drake Performance and Event Center
- **Delivery mode:** In-person
- **Credit hours:** 3

Instructor

- **Name:** Mandy Fox
- **Email:** fox.393@osu.edu
- **Office location:** Office 1105, Drake Performance and Event Center
- **Office hours (on Zoom):** Wednesdays 0:00 p.m. to 0:00 p.m. & by appointment
- **Preferred means of communication:**
 - My preferred method of communication for questions is **email**.
 - My class-wide communications will be sent through the Announcements tool in CarmenCanvas. Please check your [notification preferences](https://go.osu.edu/canvas-notifications) (go.osu.edu/canvas-notifications) to be sure you receive these messages.

Course Prerequisites

THEA 2811 The Craft of Acting



College of Arts and Sciences
Department of Theatre

Course Description

An introduction to Voice Acting, this class provides practical experience in vocal performance through class exercises, discussions, observations, analysis, and interviews with professional guests. This class aims to challenge experienced performers and provide beginners with a basis for further study in vocal performance and insight into their own potential as a voice-over performer.

Learning Outcomes

By the end of this course, students should successfully be able to:

1. Develop the basic techniques of acting through voice.
2. Practice performance and technique through class exercises and outside projects.
3. Analyze text and character and make acting choices that enhance the narrative.
4. Expand vocal range and capabilities.
5. Engage with colleagues in giving and receiving thoughtful feedback.
6. Provide a basis for further study in vocal performance and insight into performer potential.
7. Understand the professional jobs associated with Voice Acting.

This course is a required course for the Voice Acting Minor and a THEATRE **elective** open to any undergraduate student with goodstanding, who has met the prerequisite and/or permission of the instructor. This course is *not* a General Education course at The Ohio State University.

How This Course Works

Mode of delivery: This course is delivered in-person. A weekly engagement can be found on the Carmen discussion board and can be completed around your own schedule during the week. Students will attend class where they will observe sample work, participate in discussions, interview professional guests, and engage in practical exercises where they will perform and give/receive peer feedback. Students are expected to come to class having completed the homework.

Pace of activities: This course is divided into **weekly modules** that are released one week ahead of time.

Credit hours and work expectations: This is a 3 credit-hour course. According to [Ohio State bylaws on instruction](http://go.osu.edu/credit%20hours) (go.osu.edu/credit hours), students should expect around 3 hours per week of time spent on direct instruction (instructor content and Carmen activities, for example) in addition to [6] hours of homework (reading and assignment preparation, for example) to receive a grade of [C] average.

Attendance and participation requirements: Research shows regular participation is one of the highest predictors of success. With that in mind, I have the following expectations for everyone's participation:

- **Attendance: required**
You are expected to be in class. Three absences and each absence after that, equals reduction of 1/3 of a letter off your final grade. See me with concerns or special circumstances.
- **Office hours: optional**
Email me to secure a time to meet via Zoom. I'll do my best to meet with you – even on short notice.
- **Participating in discussion forums: one or more times per week**
As part of your participation, each week you can expect to post at least once as part of our substantive class discussion on the week's topics. The can range from posting YouTube clips, commenting on a post, or offering feedback to a classmate.

Course Materials, Fees and Technologies

Required Materials and/or Technologies

- A recording device. Most cellphones/laptops include this feature (20.00\$ and up)
- *Voice-Over Voice Actor: the extended addition* by Yuri Lowenthal & Tara Platt, Bug Bott Press, Hollywood, CA, 2018.

Recommended/Optional Materials and/or Technologies

- A Free Youtube or Vimeo account and corresponding smartphone app for easy upload access of materials.
- A Free version of Audacity editing software or comparable

Required Equipment

- **Computer:** current Mac (MacOS) or PC (Windows 10) with high-speed internet connection
- **Webcam:** built-in or external webcam, fully installed and tested
- **Microphone:** built-in laptop or tablet mic or external microphone
- **Other:** a mobile device (smartphone or tablet) to use for BuckeyePass authentication

If you do not have access to the technology you need to succeed in this class, review options for technology and internet access at go.osu.edu/student-tech-access.

Required Software

Microsoft Office 365: All Ohio State students are now eligible for free Microsoft Office 365. Visit the [installing Office 365](http://go.osu.edu/office365help) (go.osu.edu/office365help) help article for full instructions.

CarmenCanvas Access

You will need to use [BuckeyePass](https://buckeyepass.osu.edu) (buckeyepass.osu.edu) multi-factor authentication to access your courses in Carmen. To ensure that you are able to connect to Carmen at all times, it is recommended that you do each of the following:

- Register multiple devices in case something happens to your primary device. Visit the [BuckeyePass - Adding a Device](https://go.osu.edu/add-device) (go.osu.edu/add-device) help article for step-by-step instructions.
- Request passcodes to keep as a backup authentication option. When you see the Duo login screen on your computer, click **Enter a Passcode** and then click the **Text me new codes** button that appears. This will text you ten passcodes good for 365 days that can each be used once.
- [Install the Duo Mobile application](https://go.osu.edu/install-duo) (go.osu.edu/install-duo) on all of your registered devices for the ability to generate one-time codes in the event that you lose cell, data, or Wi-Fi service.

If none of these options will meet the needs of your situation, you can contact the IT Service Desk at [614-688-4357 \(HELP\)](tel:614-688-4357) and IT support staff will work out a solution with you.

Technology Skills Needed for This Course

- Basic computer and web-browsing skills
- [Navigating CarmenCanvas](https://go.osu.edu/canvasstudent) (go.osu.edu/canvasstudent)
- [CarmenZoom virtual meetings](https://go.osu.edu/zoom-meetings) (go.osu.edu/zoom-meetings)
- [Recording a slide presentation with audio narration and recording, editing and uploading video](https://go.osu.edu/video-assignment-guide) (go.osu.edu/video-assignment-guide)

Technology Support

For help with your password, university email, CarmenCanvas, or any other technology issues, questions or requests, contact the IT Service Desk, which offers 24-hour support, seven days a week.

- **Self Service and Chat:** go.osu.edu/it
- **Phone:** [614-688-4357 \(HELP\)](tel:614-688-4357)
- **Email:** servicedesk@osu.edu

Grading and Faculty Response

How Your Grade is Calculated

| Assignment Category | Points |
|--|--------|
| Active participation in discussion & peer feedback | 10 |
| Group interview of professional guest | 05 |
| Immersion Days (5 @ 4 points each) | 20 |
| Immersion posting to Carmen discussion-board (5 @ 9 points each) | 45 |
| Engagements on Carmen discussion-board (5 @ 4 points each) | 20 |
| Total | 100% |

See [Course Schedule](#) for due dates.

Descriptions of Major Course Assignments

1. Group Interview of Professional Guest: Students will take turns leading the discussion with professional guests in small groups. Questions need to be prepared ahead of time and emailed to the instructor 24 hours before the interview.

2. Immersion Days: There are five days in class where students will try out skills and techniques for a particular aspect of each of the applications listed below. All activities will take place at home or on campus. You will need a way to record your voice and upload the file to Carmen; a cell phone or computer will work fine.

- **Animation, Video Games, and MoCap/PCap**
- **Commercial and Promo**
- **Narration and Podcasting**
- **Film/TV Looping**
- **Audiobooks**

3.Immersion Posting: Students will post the finished product of their immersion days to the appropriate Carmen discussion-board. These posts contain the student-created, sample-work made for the units on Animation, Video Games, and MoCap/PCap, Commercial and Promo, Narration and Podcasting, Film/TV Looping, and Audiobooks. In addition to posting their own work, students are required to watch all projects in preparation for class peer-feedback.

4.Engagements on Carmen discussion-board: Students will engage with discussion threads on Carmen. Activities will range from finding and posting voice acting examples, to responses (minimum of 100-words) to current trends/events in Voice Acting, to class check-ins. There will be 5 engagements over the course of the semester counting for (4) points each.

Late Assignments

Please refer to Carmen for due dates. Due dates are set to help you stay on pace and to allow timely feedback that will help you complete subsequent assignments. If you are unable to attend class, use Carmen discussion threads to switch times with a classmate, otherwise we will find time to work in a subsequent class or meet outside of class. Note that it may not be possible to provide you with an equivalent experience if you miss an Immersion Day, but we can attempt to create an alternative assignment.

Instructor Feedback and Response Time

I am providing the following list to give you an idea of my intended availability throughout the course. Remember that you can call [614-688-4357 \(HELP\)](tel:614-688-4357) at any time if you have a technical problem.

- **Preferred contact method:** If you have a question, please contact me first through my Ohio State email address. I will make every effort to reply to emails within 24 hours on days when class is in session at the university.
- **Class announcements:** I will send all important class-wide messages through the Announcements tool in CarmenCanvas. Please check [your notification preferences](http://go.osu.edu/canvas-notifications) (go.osu.edu/canvas-notifications) to ensure you receive these messages.
- **Discussion board:** I will check and reply to messages in the discussion boards once mid-week and once at the end of the week.

- **Grading and feedback:** For assignments submitted before the due date, I will try to provide feedback and grades within **seven days**. Assignments submitted after the due date may have reduced feedback, and grades may take longer to be posted.

Grading Scale

93–100: A
90–92.9: A-
87–89.9: B+
83–86.9: B
80–82.9: B-
77–79.9: C+
73–76.9: C
70–72.9: C-
67–69.9: D+
60–66.9: D
Below 60: E

Other Course Policies

Discussion and Communication Guidelines

The following are my expectations for how we should communicate as a class. Above all, please remember to be respectful and thoughtful.

- **Writing:** While there is no need to participate in class discussions as if you were writing a research paper, you should remember to write using good grammar, spelling, and punctuation. A more conversational tone is fine for non-academic topics.
- **Tone and civility:** Let's maintain a supportive learning community where everyone feels safe and where people can disagree amicably. Remember that sarcasm doesn't always come across online. I will provide specific guidance for discussions on controversial or personal topics.
- **Citing your sources:** When we have academic discussions, please cite your sources to back up what you say. For the textbook or other course materials, list at least the title and page numbers. For online sources, include a link.
- **Backing up your work:** Consider composing your academic posts in a word processor, where you can save your work, and then copying into the Carmen discussion.

Academic Integrity Policy

See [Descriptions of Major Course Assignments](#) for specific guidelines about collaboration and academic integrity in the context of this online class.

Ohio State's Academic Integrity Policy

Academic integrity is essential to maintaining an environment that fosters excellence in teaching, research, and other educational and scholarly activities. Thus, The Ohio State University and the Committee on Academic Misconduct (COAM) expect that all students have read and understand the university's [Code of Student Conduct](http://studentconduct.osu.edu) (studentconduct.osu.edu), and that all students will complete all academic and scholarly assignments with fairness and honesty. Students must recognize that failure to follow the rules and guidelines established in the university's *Code of Student Conduct* and this syllabus may constitute "Academic Misconduct."

The Ohio State University's *Code of Student Conduct* (Section 3335-23-04) defines academic misconduct as: "Any activity that tends to compromise the academic integrity of the university or subvert the educational process." Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying the work of another student, and possession of unauthorized materials during an examination. Ignorance of the university's *Code of Student Conduct* is never considered an excuse for academic misconduct, so I recommend that you review the *Code of Student Conduct* and, specifically, the sections dealing with academic misconduct.

If I suspect that a student has committed academic misconduct in this course, I am obligated by university rules to report my suspicions to the Committee on Academic Misconduct. If COAM determines that you have violated the university's Code of Student Conduct (i.e., committed academic misconduct), the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the university. If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact me.

Other sources of information on academic misconduct (integrity) to which you can refer include:

- [Committee on Academic Misconduct](http://go.osu.edu/coam) (go.osu.edu/coam)
- [Ten Suggestions for Preserving Academic Integrity](http://go.osu.edu/ten-suggestions) (go.osu.edu/ten-suggestions)
- [Eight Cardinal Rules of Academic Integrity](http://go.osu.edu/cardinal-rules) (go.osu.edu/cardinal-rules)

Copyright for Instructional Materials

The materials used in connection with this course may be subject to copyright protection and are only for the use of students officially enrolled in the course for the educational purposes associated with the course. Copyright law must be considered before copying, retaining, or disseminating materials outside of the course.

Creating an Environment Free from Harassment, Discrimination, and Sexual Misconduct

The Ohio State University is committed to building and maintaining a community to reflect diversity and to improve opportunities for all. All Buckeyes have the right to be free from harassment, discrimination, and sexual misconduct. Ohio State does not discriminate on the basis of age, ancestry, color, disability, ethnicity, gender, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, pregnancy (childbirth, false pregnancy, termination of pregnancy, or recovery therefrom), race, religion, sex, sexual orientation, or protected veteran status, or any other bases under the law, in its activities, academic programs, admission, and employment. Members of the university community also have the right to be free from all forms of sexual misconduct: sexual harassment, sexual assault, relationship violence, stalking, and sexual exploitation.

To report harassment, discrimination, sexual misconduct, or retaliation and/or seek confidential and non-confidential resources and supportive measures, contact the Office of Institutional Equity:

1. Online reporting form at equity.osu.edu,
2. Call 614-247-5838 or TTY 614-688-8605,
3. Or email equity@osu.edu

The university is committed to stopping sexual misconduct, preventing its recurrence, eliminating any hostile environment, and remedying its discriminatory effects. All university employees have reporting responsibilities to the Office of Institutional Equity to ensure the university can take appropriate action:

- All university employees, except those exempted by legal privilege of confidentiality or expressly identified as a confidential reporter, have an obligation to report incidents of sexual assault immediately.
- The following employees have an obligation to report all other forms of sexual misconduct as soon as practicable but at most within five workdays of becoming aware of such information: 1. Any human resource professional (HRP); 2. Anyone who supervises faculty, staff, students, or volunteers; 3. Chair/director; and 4. Faculty member.

Your Mental Health

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student's ability to participate in daily activities. No matter where you are engaged in distance learning, The Ohio State University's Student Life Counseling and Consultation Service (CCS) is here to support you. If you find yourself feeling isolated, anxious or overwhelmed, [on-demand mental health resources](https://go.osu.edu/ccsondemand) (go.osu.edu/ccsondemand) are available. You can reach an on-call counselor when CCS is closed at [614- 292-5766](tel:6142925766). **24-hour emergency help** is available through the [National Suicide Prevention Lifeline website](https://suicidepreventionlifeline.org) (suicidepreventionlifeline.org) or by calling [1-800-273-8255\(TALK\)](tel:18002738255). [The Ohio State Wellness app](https://go.osu.edu/wellnessapp) (go.osu.edu/wellnessapp) is also a great resource.

Accessibility Accommodations for Students with Disabilities

Requesting Accommodations

The university strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability including mental health, chronic or temporary medical conditions, please let me know immediately so that we can privately discuss options. To establish reasonable accommodations, I may request that you register with [Student Life Disability Services \(SLDS\)](#). After registration, make arrangements with me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion. In light of the current pandemic, students seeking to request COVID-related accommodations may do so through the university's request process, managed by Student Life Disability Services.

Disability Services Contact Information

- Phone: [614-292-3307](tel:614-292-3307)
- Website: slds.osu.edu
- Email: slds@osu.edu
- In person: [Baker Hall 098, 113 W. 12th Avenue](#)

Accessibility of Course Technology

This online course requires use of CarmenCanvas (Ohio State's learning management system) and other online communication and multimedia tools. If you need additional services to use these technologies, please request accommodations as early as possible.

- [CarmenCanvas accessibility \(go.osu.edu/canvas-accessibility\)](http://go.osu.edu/canvas-accessibility)
- Streaming audio and video
- [CarmenZoom accessibility \(go.osu.edu/zoom-accessibility\)](http://go.osu.edu/zoom-accessibility)

| Date | Topics, Readings, Assignments, Due Dates |
|------|--|
| 1/12 | Intro to Course & What is Voice Acting!? |
| 1/14 | Animation, Video Games, and MoCap/PCap <i>Homework: read & watch sample work</i> |
| 1/19 | Discuss reading & samples <i>Homework: discussion board response</i> |
| 1/21 | Professional Guest Talk: Group A lead interview <i>Homework: practice immersion</i> |
| 1/26 | Immersion: over-dubbing animation <i>Homework: post immersion to discussion board</i> |
| 1/28 | Wrap-up Animation, Video Games, and MoCap/PCap Commercial and Promo <i>Homework: read & watch sample work</i> |
| 2/2 | Discuss reading & samples <i>Homework: discussion board response</i> |
| 2/4 | Professional Guest Talk: Group B lead interview <i>Homework: create practice immersion</i> |
| 2/9 | Immersion: Commercial and Promo copy read <i>Homework: post immersion to discussion board</i> |
| 2/11 | Wrap-up Commercial and Promo Narration and Podcasting <i>Homework: read & watch sample work</i> |
| 2/16 | Discuss reading & samples <i>Homework: discussion board response</i> |
| 2/18 | Professional Guest Talk: Group C lead interview <i>Homework: create practice immersion</i> |
| 2/23 | Immersion: public announcement <i>Homework: post immersion to discussion board</i> |
| 2/25 | Wrap-up Narration and podcasting Film/TV Looping <i>Homework: read & watch sample work</i> |
| 3/2 | Discuss reading & samples <i>Homework: discussion board response</i> |
| 3/4 | Professional Guest Talk: Group D lead interview <i>Homework: practice immersion with group</i> |

| | |
|-------------|---|
| 3/9 | Immersion: looping with group <i>Homework: post immersion to discussion board</i> |
| 3/11 | Wrap-up Film/TV Looping |
| 3/16 | SPRING BREAK |
| 3/18 | SPRING BREAK |
| 3/23 | Audiobooks <i>Homework: read & watch sample work</i> |
| 3/25 | Discuss reading & samples <i>Homework: discussion board response</i> |
| 3/30 | Professional Guest Talk <i>Homework: choose audiobook sample</i> |
| 4/1 | Immersion: audiobook sample work session: Group A <i>Homework: work on audiobook sample</i> |
| 4/6 | Immersion: audiobook sample work session: Group B <i>Homework: work on audiobook sample</i> |
| 4/8 | Immersion audiobook sample work session: Group C <i>Homework: work on audiobook sample</i> |
| 4/13 | Immersion audiobook sample work session: Group D <i>Homework: post audiobook sample link on discussion board</i> |
| 4/15 | Wrap-up Audiobooks Intro to Final Project |
| 4/20 | Final Project work session: Groups A & B |
| 4/22 | Final Project work session: Groups C & D |
| | <u>Exam: Wednesday Apr 27 4:00pm- 5:45pm</u> <i>All students post final projects to Carmen discussion board, play for the class, participate in discussion of the work.</i> |