

Instructional Terminology

MUSIC AND AUDIO PRODUCTION 15.0307.00



DOMAIN 1: Production **Standards 1.0 – 6.0**

Standard 1.0: ENGAGE IN PRE-PRODUCTION PLANNING PHASE OF PRODUCT CREATION

Measurement Criteria: 1.1

Artist- The "talent." Could be a performer, composer or other related role.

Business Manager- A person who takes care of an artist's finances

Certification- A verifiable license or confirmation of specific skills or understanding

Composer- The person who writes the piece of music and or lyrics as applicable

Engineer- Does much of the technical work for recordings and live sound. Usually will operate the mix desk

Personal Manager- A person who handles the day-to-day operations of an artist's life

Producer- A person who helps to shape the sound and or content of the music/recording. May also be the final determiner of what is released as a single, or placed on an album, etc.

Resume- A document that summarizes a person's prior experience and accomplishments

Royalties- Payments per use for an artist's material

Measurement Criteria: 1.2

Bounce- The process of converting a DAW's multi-track mix to an audio file playable outside the DAW

Composition- A piece of music

Edit- The process of altering, changing, or amending

Evaluation- The process of determining viability based on pre-determined criteria

Gig- A job

Iteration- A variation

Mastering- The process of final, postproduction, refinement of an audio mix for overall quality of fidelity. NOT the mixing process

Mixing- The process of combining multiple tracks, live or in studio, into one or more channels (usually in stereo) ensuring optimal dynamics, timbre, and other sonic elements

Overdub- The process of recording one performance while another is played

Practice- The process of learning a musical part. Also of learning an instrument or technique

Print- Originally referred to putting audio data on tape (print to tape), but still used in digital processes meaning to record to a hard drive

Rehearsal- The process of ensuring all parts from all performers are properly aligned and ready for performance and or recording

Scratch track- A reference track/recording (usually imperfect) used to share the main ideas and elements of piece in preparation for recording the final version

Session- A block of time in a recording studio

Tracking- The process of capturing/recording individual parts

Measurement Criteria: 1.3

Absorption- Room treatment materials, many times foam, that reduce the resonance and reverb of a space by converting soundwaves to heat

Amplitude- The strength of a waveform. Usually measured in decibels

Axial- In a rectangular room, a standing wave that bounces back and forth between two surfaces, and generally has significant impact on the sound of the space

Diffusion- Room treatment materials that scatter sound waves to help reduce the resonance and reverb of a space

Dry- An unaffected sound

Echo- A delay or repeat

Envelope- The dynamic change of a sound over time usually consisting of the attack, decay, sustain and release

Flutter echo- A type of standing wave that produces an audible tone

Frequency- The rate or speed of a waveform. Usually measured in hertz

Harmonic Content- The chords of a piece of music

Mode- A type of scale with specific harmonic and melodic behaviors

Oblique- In a rectangular room, a standing wave that bounces back and forth between size surfaces, and generally has minimal impact on the sound of the space

Overtone- A frequency higher than the fundamental tone

Phase- The relationship of two waveforms

Release (as in a notes envelope) - The last stage in an ADSR notes envelope/compression - its impact is heard when the note is stopped. Release time is how quickly the gain returns to normal

Reverb- Ambience or "space" added to a sound

Tangential- In a rectangular room, a standing wave that bounces back and forth between four surfaces, and generally has moderate impact on the sound of the space

Tinny/boomy- A reference to the emphasized frequencies of a sound. Tinny refers to overly present highs and Boom to lows

Velocity- In MIDI data how "hard" a key is struck

Wavelength- The distance between crests of a soundwave. Usually referenced as frequency

Measurement Criteria: 1.4

¼"- A cable size, common for instruments like guitars when unbalanced (2 points of contact), but also used with patch bays and processors (balanced 3 points of contact)

Bit depth- The number of bits per digital sample (resolution)

BNC- A connector with a quick connect/release used for coax cables

Bus- A signal path that can be used to combine individual paths together

Compression- A type of audio processing to control/modify dynamics

DAW- Digital Audio Workstation. A software application used for audio production

Direct input (DI) - A device that converts an unbalanced 1/4" cable to balanced XLR cable

EQ - Equalizer. A device that shapes the timbre of a source by increasing or attenuating specific frequencies and/or frequency ranges

Equalization- The process of using EQ

Fader- On a mixer. Used to control the output level (volume) of a track

Gain- Signal strength. Adjustable on a preamp/mixer

Insert- On a mixer this allows a processor to be "inserted" into the signal chain of a channel

Nyquist Theorem- Also known as the "sampling theorem," states that a source should be sampled at least 2x the rate of the highest frequency present in the source

Panning- The left-right spatial placement of a source within a stereo sound field

Phantom power- Also labeled as 48v (volts) used to power condenser microphones

Potentiometer- A control dial on a mixer, audio processor, instrument, or amplifier

Ratio - When using compression, this setting determines the impact on the dynamics of the signal/sound. The higher the ratio, the more compression; the lower the ratio, the less compression

Sample Rate- The number of times per second a source is sampled

Solo- On a mixer allows a track to be isolated while all others are muted

Sync- A process used to ensure proper timing alignment of sources

TRS - Tip, ring, sleeve. Also referred to as balanced cable or jack

TS - Tip, sleeve. Also referred to as an unbalanced cable or jack

TT - A balanced cable format with smaller plug than 1/4" TRS. (4.8mm or .19 inch). Used to conserve space in patch bays

XLR - Balanced cable with a larger circular, interlocking plug

Measurement Criteria: 1.5

Audio snake - Multiple lines bound together into a single cable

Broadcast - A mass communication to distribute content to an audience

Decibel - A unit of measurement for expressing the volume/intensity of a sound that uses a logarithmic relationship

FOH - Front of House. Refers to what the audience hears. Also can refer to the mix desk position

Live Event - A performance with a live audience

MON - Monitor. For live events, refers to what the performers hear. In studio can also refer to what mix heard in the studio control room

Punch-in - In recording, a technique whereby an engineer enables a performer to redo a section of a take

Schematic - The details of the wiring, equipment set up of a stage or studio

Sync - A process used to ensure proper timing alignment of scores

Timecode - A numerically based synchronization method used primarily in video production. In music applications it is used for soundtracks and other related elements

Tweeter/subs - Frequency specific speakers. Tweeters for highs, subs for subharmonic and lows

XLR - Balanced cable with a larger circular, interlocking plug

Measurement Criteria: 1.6

Air Support - The physical process to ensure enough air is present in the lungs for singing and playing wind instruments

Distortion - An alteration of the original source

Dynamic range - The minimum and maximum output level (volume) of a source

Intonation - The relationship of tones to accurately create musical scales and harmonies

Phrasing - The way a musical phrase is articulated and connected from note to note

Projection - The ability to carry sound outward

Rhythm - A pattern of notes

Measurement Criteria: 1.7

Case - A protective covering for an instrument or equipment

Session Sheet - A document that contains all the details of a recording session - the instruments and equipment, the track assignments and other related elements

Stand - A device to hold instruments, microphones or other equipment

Tracking - The process of capturing/recording individual parts

Tuner - A device that helps ensure that instruments are harmonically aligned

Measurement Criteria: 1.8

Arrangement - How the structural parts (i.e. Verse, Chorus, bridge) of a piece of music are organized. In addition, which instruments play which parts/musical lines

BPM - Beats per Minute. The tempo (speed) of the music

Bridge - Used to break up the repetition of a song's structure/arrangement. Many times used to create tension in order to "open up" into the final chorus. Sometimes referred to as "the middle 8"

Chorus - The main idea or theme of a song. Repeated throughout, usually without much if any lyrical changes. Also called the "hook" because it draws you in

Genre - The style or category of the music

Intro - How a piece of music begins. Frequently a variation on the Verse

Outro - How a piece of music ends. Frequently a variation on the Chorus

Radio edit - A version of a song that removes and questionable lyrics and or uses an alternative, usually, shorter, arrangement

Solo - On a mixer allows a track to be isolated while all others are muted

Variation - An altered version of a theme or section of a piece of music

Verse - Usually repeated musically, but each time with different lyrics, this is the story or details of a song

Measurement Criteria: 1.9

Analysis - The study of musical structures/components/elements

Chord - A set of at least three pitches that create a harmonic structure

Dynamics - The volume (how loud or soft) of a source

Harmony - Chordal (harmonic) material

Instrumentation - The instruments used in a musical performance

Key - The harmonic reference point for a piece of music. Based on the primary scale in use

Melody - The primary musical line

Meter - How rhythmic elements are grouped together

Note - A musical sound

Rest - A musical silence when nothing is played

Scale - A series of notes that create a set harmonic

Tempo - The rate or speed of the music

Standard 2.0: IMPLEMENT PLAN(S) FOR ACQUIRING OR CREATING A PRODUCT IN ACCORDANCE WITH PRODUCTION

Measurement Criteria: 2.1

Plus 48v - Provided phantom power for condenser mics

Capsule - The part of a microphone that contains the transducer

Cardioid - The most common microphone polar pattern. Resembles the shape of a heart

Condenser - A type of mic that uses a thin metallic membrane/diaphragm and requires phantom power

Dynamic - A type of mic that used a magnetic coil

Omni-directional - A type of polar pattern that picks up sound from all around the mic

Phantom power - Also labeled as 48v (volts) used to power condenser microphones

Phrasing - The way a musical phrase is articulated and connected from note to note

Polar pattern - A graph of how/where a mic picks up sound

Projection - The ability to carry sound outward

Ribbon - A type of mic that uses a thin ribbon

Spec sheet - The technical details of a piece of equipment

Transducer - A device that converts any physically measurable property into an electrical current

Tube - A type of amplifier that uses vacuum tubes to increase the amplitude of a signal

Uni-directional - A type of polar pattern that picks up sound from only one direction/area

Windscreen - A device that helps block wind and other interference from being captured by a mic

Measurement Criteria: 2.2

Instrument Amplifiers - Devices that project the sound of instruments to listeners

Phantom power - Also labeled as 48v (volts) used to power condenser microphones

Power - A power amp provides the energy required to move a speaker

Pre - An abbreviation for "pre-amp"

Pre-amp - A preamp modifies or prepares a signal for further amplification

Solid State - A type of amplifier that uses transistors to increase the amplitude of a signal

Tube - A type of amplifier that uses vacuum tubes to increase the amplitude of a signal

Measurement Criteria: 2.3

Bus - A signal path that can be used to combine individual paths together

Channel Path - The way a signal moves through a series of devices or within a device

Channel Strip - On a mixer, the individual track signal path

Crossfade - A process by which one signal is faded out as another is faded in

EQ - Equalizer. A device that shapes the timbre of a source by increasing or attenuating specific frequencies and/or frequency ranges

Fader - On a mixer. Used to control the output level (volume) of a track

Gain - Signal strength. Adjustable on a preamp/mixer

HP Filter - Hi pass filter. Allows frequencies only above a specified point to pass through

Hybrid mixing - The process of utilizing both digital and analog mixing techniques on the same production

Input - The point where a source enters the signal chain

Insert - On a mixer, this allows a processor to be "inserted" into the signal chain of a channel

Master fader - On a mixer, the control of the final output level

Monitor path - The way a signal moves through a system to the Monitors

Multitrack buss - A signal path that can be used to combine individual paths together

Mute - A button on a mixer that prevents a signal from being heard

Output - The point where a source exits the signal chain

PFL - Pre Fader Level. Used to verify signal coming in to a mixer without sending the signal to the output

Phantom power - Also labeled as 48v (volts) used to power condenser microphones

Phase switch - Flips the waveform so that the peaks and nulls are reversed

Solo - On a mixer allows a track to be isolated while all others are muted

Submix - On a mixer, used to combine some tracks together before sending them on to join the rest on the master fader

Measurement Criteria: 2.4

Analog - Non-digital technology

Clocking - MIDI beat clock, used to synchronize MIDI compatible devices at a rate of 24 pulses per beat

Digital - Data made up of 1's and 0s

MTC - MIDI Time Code. Used to synchronize MIDI devices using hours, minutes seconds, etc., not beats as with MIDI clock

TRS - Tip, ring, sleeve. Also referred to as balanced cable or jack

TS - Tip, sleeve. Also referred to as an unbalanced cable or jack

USB - A type of cable used to transfer information to and from computers and other digital devices

Measurement Criteria: 2.5

Aftersustain - On a MIDI controller. The ability to send additional information after a key has been pressed, while it is being held

CC - MIDI Continuous Controller. Able to transmit a range of 0-127 (1-128)

Mapping - Applying a MIDI message to a function in a DAW or other MIDI enabled device

MIDI - Musical Instrument Digital Interface (MIDI) is a communication protocol common amongst digital musical instruments, processors, mixers, lighting and more

MMC - MIDI Machine Code. Midi commands specifically for transport control of recorders (play, pause, stop, fast forward, etc.)

MTC - MIDI Time Code. Used to synchronize MIDI devices using hours, minutes seconds, etc., not beats as with MIDI clock

NN - In MIDI, Note Numbers. A standardized identification method where "Middle C" is 60 within a 0-127 (1-128) range

Note messages - A MIDI data message that contains pitch, velocity and other related information

PC - Program Change. A type of MIDI data, that allows the switching of presents or similar

Pitch bend - A MIDI message that changes the pitch of a note

Quantize - A MIDI process that allows for the rhythmic alignment of a performance of MIDI notes or other data

Step Input - Used in MIDI sequencers where each data point is entered one "step" (moment) at a time

Sync - A process used to ensure proper timing alignment of sources

Sysex - MIDI System Exclusive data. Used for specific data functions within a piece of MIDI equipment

Timing clock - Based on 24 pulses per quarter note, allows for timing alignment of MIDI equipment

Tracking - The process of capturing/recording individual parts

Velocity - In MIDI data how "hard" a key is struck

XLR - Balanced cable with a larger circular, interlocking plug

Measurement Criteria: 2.6

ADR - Automated dialogue replacement. Rerecording an actor's dialog in post-production in order to improve fidelity

Arming (a track) - Preparing a track to be recorded onto. Usually indicated by a flashing red button on the track header

Capture - The act of recording ("capturing") a performance

Foldback - Another term for Monitor mix

Foley - Sounds occurring in "the real world" (for example, footsteps, breathing, a door opening, etc.) for use in film work

Multitrack - A recording that contains all the individual parts to be mixed together

Measurement Criteria: 2.7

DAW - Digital Audio Workstation. A software application used for audio production

Feed - The signal coming in to the mixer

FOH - Front of House. Refers to what the audience hears. Also can refer to the mix desk position

Hybrid mixing - The process of utilizing both digital and analog mixing techniques on the same production

Live recording - A recording done during a live event with no overdubs

Input - The point where a source enters the signal chain

MON - Monitor. For live events, refers to what the performers hear. In studio can also refer to any mix heard in the studio control room

Monitor - The mix that performers hear. In addition, a term for speakers that performer's mix comes out of

Outboard - Processors/equipment connected to, but not part of, the mixer or DAW

Output - The point where a source exits the signal chain

Schematic - The details of the wiring, equipment set up of a stage or studio

Stage plot - A document that shows where things are located on a stage, as well as the wiring schematic for how devices are connected

Studio - A facility used to record

Measurement Criteria: 2.8

Capture - The act of recording ("capturing") a performance

Control Room - The part of a studio where the mixer and related equipment is located. Also usually where the engineer and producer work

Live Room - The part of a studio where a performance takes place

Multi-tracking - The process of creating individual parts (tracks)

Plot - A diagram of the location and wiring of all the equipment used on a stage or in a studio

Session Layout - A document that shows how a recording session will be organized

Session sheets - Documents that show how tracks were recorded

Track Chart - Documents that show how tracks were recorded

Wiring Schematic - A diagram that should how something (a stage, a studio, a piece of gear) is connected (wired)

Measurement Criteria: 2.9

Chorus - The main idea or theme of a song. Repeated throughout, usually without much if any lyrical changes. Also called the "hook" because it draws you in

Collaboration - Working together in partnership with others

Practice - The process of learning a musical part. Also of learning an instrument or technique

Publishing - The administering of copyright and other Intellectual Property elements related to a piece

Rehearse - Preparing for a performance. Making sure all parts are coordinated and ready, etc. Not the same as practice, which is learning the music

Teamwork - Working with at least one other person towards a common goal

Verse - Usually repeated musically, but each time with different lyrics, this is the story or details of a song

Measurement Criteria: 2.10

Arrangement - How the structural parts (i.e. Verse, Chorus, bridge) of a piece of music are organized. In addition, which instruments play which parts/musical lines

Audience - The listener(s)

Commercial Expectations - Standards or guidelines based on trends of interests of the public and or industry

Instrument - Something that produces musical notes

MIDI - Musical Instrument Digital Interface (MIDI) is a communication protocol common amongst digital musical instruments, processors, mixers, lighting and more

Measurement Criteria: 2.11

Chord - A set of at least three pitches that create a harmonic structure

Head - The start of a piece of music. Common in Jazz charts

Hook - Another name for the Chorus of a song

Lead sheet - A simplified version of the written score to a piece of music usually limited to the primary melodic material notated with chord symbols for harmonic content

Lyrics - The text of words used in a song

Melody - The primary musical line

Scale - A series of notes that create a set harmonic

Theme - A primary musical phrase or structure

Standard 3.0: PERFORM TASKS IN POST-PRODUCTION PHASE OF PRODUCT REFINEMENT

Measurement Criteria: 3.1

Ambient - The atmosphere, room, or space a performance takes place in. Many times enhanced or even simulated using reverb

Broadcast - A mass communication to distribute content to an audience

Compression - A type of audio processing to control/modify dynamics

Compressor - A processor that allows for the manipulation of dynamic properties

Delay - An audio echo or repeat

Dynamic - A type of mic that used a magnetic coil

Echo - A delay or repeat

EQ - Equalizer. A device that shapes the timbre of a source by increasing or attenuating specific frequencies and/or frequency ranges

Equalization - The process of using EQ

Equalizer - A processor that allows for the manipulation of frequencies

Hybrid mixing - The process of utilizing both digital and analog mixing techniques on the same production

LFO - Low Frequency Oscillator. Below 20hz, creating a rhythmic pulse/sweep that modulates a parameter

Limiter - A type of compressor that uses extreme settings to prevent clipping and other final mix/mastering elements

Live Sound Venue - A location for a music performance with an audience

Loop - A portion of audio that repeats

Modulation - A change to a parameter over time

Onsite Location Recording - A recording that takes places at an event (i.e. sporting, conference, etc.)

Ratio - When using compression, this setting determines the impact on the dynamics of the signal/sound. The higher the ratio, the more compression; the lower the ratio, the less compression.

Reverb - Ambience or "space" added to a sound

Timbre Shaping - Shaping the EQ of a sound

Measurement Criteria: 3.2

Ambient - The atmosphere, room, or space a performance takes place in. Many times enhanced or even simulated using reverb

Attack - How quickly a sound articulates

Compression - A type of audio processing to control/modify dynamics

Compressor - A processor that allows for the manipulation of dynamic properties

Delay - An audio echo or repeat

Distortion - An alteration of the original source

Dynamic - A type of mic that used a magnetic coil

Echo - A delay or repeat

EQ - Equalizer. A device that shapes the timbre of a source by increasing or attenuating specific frequencies and/or frequency ranges

Highs - The upper range frequencies of a sound

Knee - How a compressor transitions between compressed versus non-compressed sound. "Softer" means a gentler/smooth change

LFO - Low Frequency Oscillator. Below 20hz, creating a rhythmic pulse/sweep that modulates a parameter

Limiters - A type of compressor that uses extreme settings to prevent clipping and other final mix/mastering elements

Looper - A device that records and plays back audio loops

Lows - The lower range frequencies of a sound

Mids - The middle range frequencies of a sound

Modulation - A change to a parameter over time

Muddy - A way to describe too much emphasis on lower frequencies of a sound

Overdrive - The sound made when a tube input mainstage is pushed to its operating limit. Creating a thicker/"fuzzy" sound. Many times associated with electric guitar

Pre-delay - The time before an effect kicks in. Usually in milliseconds. Usually part of a reverb devices settings. Can allow for "bigger" reverb without lose the articulation of the original sound

Q - The width of the frequency spectrum impacted by an EQ change

Ratio - When using compression, this setting determines the impact on the dynamics of the signal/sound. The higher the ratio, the more compression; the lower the ratio, the less compression.

Rehearse - Preparing for a performance. Making sure all parts are coordinated and ready, etc. Not the same as practice, which is learning the music

Reverb - Ambience or "space" added to a sound

Timbre shaping - Shaping the EQ of a sound

Threshold - The db (decibel) level needed for a compressor to being to effect a sound

Wet/dry - Relationship between the effected and non-effected sound

Measurement Criteria: 3.3

Acoustics - The way a sound behaves in a space. In addition, the way a space will affect a sound

Broadcast - A mass communication to distribute content to an audience

Compression - A type of audio processing to control/modify dynamics

EQ - Equalizer. A device that shapes the timbre of a source by increasing or attenuating specific frequencies and/or frequency ranges

Levels - The output volume of sounds, tracks, etc.

Live sound venue - A location for a music performance with an audience

Mixdown - A two track mix of a multitrack recording

Muddy - A way to describe too much emphasis on lower frequencies of a sound

Multitracking - Capturing each part on its own track

Onsite location recording - A recording that takes places at an event (i.e. sporting, conference, etc.)

Ratio - When using compression, this setting determines the impact on the dynamics of the signal/sound. The higher the ratio, the more compression; the lower the ratio, the less compression.

Reverb - Ambience or "space" added to a sound

Stem - The source material recording of a track before mixing

Measurement Criteria: 3.4

Bit Rate - A way to measure audio fidelity. Refers to the number of data bits per second

Bounce - The process of converting a DAW's multi-track mix to an audio file playable outside the DAW

Compression - A type of audio processing to control/modify dynamics

Delay - An audio echo or repeat

EQ - Equalizer. A device that shapes the timbre of a source by increasing or attenuating specific frequencies and/or frequency ranges

Equalization - The process of using EQ

Leakage - Refers to sound that "escapes" from headphones or monitors that is then recaptured by microphones

Mix - The combination of tracks into a single distributable result via an audio file or through a PA system

Ratio - When using compression, this setting determines the impact on the dynamics of the signal/sound. The higher the ratio, the more compression; the lower the ratio, the less compression

Reverb - Ambience or "space" added to a sound

Sample Rate - The number of times per second a source is sampled

Stem - The source material recording of a track before mixing

Measurement Criteria: 3.5

Capture - The act of recording ("capturing") a performance

Compression - A type of audio processing to control/modify dynamics

EQ - Equalizer. A device that shapes the timbre of a source by increasing or attenuating specific frequencies and/or frequency ranges

Limitter - A type of compressor that uses extreme settings to prevent clipping and other final mix/mastering elements

LUFS - Loudness Unit Full Scale. A way to quantify the perceived loudness of a recording

Master - Part of post-production. Refers to creating a final mix for data distribution or storage

Mix - The combination of tracks into a single distributable result via an audio file or through a PA system

Ratio - When using compression, this setting determines the impact on the dynamics of the signal/sound. The higher the ratio, the more compression; the lower the ratio, the less compression

Stem - The source material recording of a track before mixing

Stereo image - The way a sound is represented in the left and right speakers

Measurement Criteria: 3.6

Compression - A type of audio processing to control/modify dynamics

EQ - Equalizer. A device that shapes the timbre of a source by increasing or attenuating specific frequencies and/or frequency ranges

Limiter - A type of compressor that uses extreme settings to prevent clipping and other final mix/mastering elements

LUFS - Loudness Unit Full Scale. A way to quantify the perceived loudness of a recording

Multiband - Refers to a compressor that effects different frequency ranges independently

Ratio - When using compression, this setting determines the impact on the dynamics of the signal/sound. The higher the ratio, the more compression; the lower the ratio, the less compression

Stereo image - The way a sound is represented in the left and right speakers

Measurement Criteria: 3.7

A-side - The single - the track prioritized for release. A reference to vinyl 45rpm records which have two sides, one song per side

Arrange - The process of determining which parts of a song occur when, in what order, as well as instrumentation

B-side - A track not prioritized for release. A reference to vinyl 45rpm records which have two sides, one song per side. Many times used to release material that was not included on the 33-rpm full album

Crossfade - A process by which one signal is faded out as another is faded in

Cut - Removing audio from a track/stem

Duplicate - Repeating audio in a track/stem

Fade - Reducing to null or increasing from null the output level of a track

Radio Edit - A version of a song that removes and questionable lyrics and or uses an alternative, usually, shorter, arrangement

Remix - The act of remixing and or reprocessing a session

Standard 4.0: MONITOR QUALITY ASSURANCE OF CONTENT CREATION CONCURRENT WITH ALL PHASES OF PRODUCTION

Measurement Criteria: 4.1

Artist Intent - The motivation behind the creation of a piece of music

Choppy - Rhythmically out of sync or inconsistent. Also unpredictable transients that cause rhythmic interference

Critic - A person who evaluates the viability of a piece of music

Dull - A reference to a lack of higher frequencies

Thin - A reference to a lack of lower frequencies

Measurement Criteria: 4.2

Arrange - The process of determining which parts of a song occur when, in what order, as well as instrumentation

A-side - The single - the track prioritized for release. A reference to vinyl 45rpm records which have two sides, one song per side.

B-side - A track not prioritized for release. A reference to vinyl 45rpm records which have two sides, one song per side. Many times used to release material that was not included on the 33-rpm full album

Crossfade - A process by which one signal is faded out as another is faded in

Cut - Removing audio from a track/stem

Duplicate - Repeating audio in a track/stem

Fade - Reducing to null or increasing from null the output level of a track

Harmonic Distortion - Refers to when a signal is impacted by electronics, making it sound different (not necessarily "worse") than originally

Multiband Compression - Refers to a compressor that effects different frequency ranges independently

Radio Edit - A version of a song that removes and questionable lyrics and or uses an alternative, usually shorter, arrangement

Remix - The act of remixing and or reprocessing a session

Measurement Criteria: 4.3

Contract - An agreement for services to be rendered and compensation for that work

Deadline - A specific date/time that something is due or expected

Pitch - A note name associated with a specific frequency (i.e. a 440hz)

Song evaluation - The process of evaluating various elements of a song

Stakeholder - A person with an interest in or a connection to a piece of music or a project

Measurement Criteria: 4.4

Iterate - Refers to changes and modifications

Overdub - The process of recording one performance while another is played

Remix - The act of remixing and or reprocessing a session

Retrack - To redo a recording

Standard 5.0: DELIVER/DISTRIBUTE PRODUCT(S) USING VARIOUS MEDIA IN ACCORDANCE WITH CONSUMER EXPECTATIONS

Measurement Criteria: 5.1

Bit Rate - A way to measure audio fidelity. Refers to the number of data bits per second

Bounce - The process of converting a DAW's multi-track mix to an audio file playable outside the DAW

Fidelity - The quality of sound. Low versus high

FLAC - A method for creating lossless (high quality) data compression for MP3s

Format - The method digital media is distributed on. (i.e. mp3, .mov, etc.)

Medium - The type of digital media used (i.e. music, video, image, etc.)

MP3 - MPEG audio. An audio format that uses data compression to reduce file size

Sample Rate - The number of times per second a source is sampled

Vinyl - A method of analog audio distribution using flat spinning synthetic disks with inscribed grooves

WAV - Waveform Audio File Format. Used for audio data

Measurement Criteria: 5.2

Audience - The listener(s)

Client - The person or persons requesting the work

Commercially Satisfactory - Refers to material that appeals to the public at large

Consumer - The person who buys and or uses the material

Deliverables - Materials that are the end product of work

Distribution Agreement - A contract between an artist/publisher and a distributor detailing how material will be delivered to the public and how profits and expenses will be dispersed

Producer - A person who helps to shape the sound and or content of the music/recording. May also be the final determiner of what is released as a single, or placed on an album, etc.

Sequencing - Part of post-production. Refers to creating an order of the tracks on a project

Measurement Criteria: 5.3

.wav File - Waveform Audio File Format. Used for audio data

Bit Rate - A way to measure audio fidelity. Refers to the number of data bits per second

Data Compression - Algorithms that allow for the reducing file size by removing digital information that is determined as non-essential

Fidelity - The quality of sound. Low versus high

FLAC - A method for creating lossless (high quality) data compression for MP3s

Format - The method digital media is distributed on. (i.e. mp3, .mov, etc.)

Medium - The type of digital media used (i.e. music, video, image, etc.)

MP3 - MPEG audio. An audio format that uses data compression to reduce file size

Sample Rate - The number of times per second a source is sampled

Vinyl - A method of analog audio distribution using flat spinning synthetic disks with inscribed grooves

Measurement Criteria: 5.4

.wav file - Waveform Audio File Format. Used for audio data

Bit rate - A way to measure audio fidelity. Refers to the number of data bits per second

CDs - Compact Disc. A form of digital storage and distribution, prominent in the '80s and '90s but no longer driving the industry as the move to mp3 and other file formats has taken over

Data Compression - Algorithms that allow for the reducing file size by removing digital information that is determined as non-essential.

DPD - Another name for Digital Download

Fidelity - The quality of sound. Low versus high.

Format - The method digital media is distributed on. (i.e. mp3, .mov, etc.)

Medium - The type of digital media used (i.e. music, video, image, etc.)

MP3 - Mpeg audio. An audio format that uses data compression to reduce file size

Sample Rate - The number of times per second a source is sampled

Web-ready audio files - Files that are formatted for optimal integration into online platforms such as iTunes, Spotify, etc.

Measurement Criteria: 5.5

Bit rate - A way to measure audio fidelity. Refers to the number of data bits per second

CDs - Compact Disc. A form of digital storage and distribution, prominent in the '80s and '90s but no longer driving the industry as the move to mp3 and other file formats has taken over

Conversion - The process of changing the format of a digital file. (i.e. .WAV to .mp3)

Data compression - Algorithms that allow for the reducing file size by removing digital information that is determined as non-essential

Deliverables - Materials that are the end product of work

Export - The process of compiling a file from an application for usage outside the application

Fidelity - The quality of sound. Low versus high

Format - The method digital media is distributed on. (i.e. mp3, .mov, etc.)

Medium - The type of digital media used (i.e. music, video, image, etc.)

MP3 - Mpeg audio. An audio format that uses data compression to reduce file size

Sample Rate - The number of times per second a source is sampled

Web-ready audio files - Files that are formatted for optimal integration into online platforms such as iTunes, Spotify, etc.

Measurement Criteria: 5.6

Bit rate - A way to measure audio fidelity. Refers to the number of data bits per second

CDs - Compact Disc. A form of digital storage and distribution, prominent in the '80s and '90s but no longer driving the industry as the move to mp3 and other file formats has taken over

Conversion - The process of changing the format of a digital file. (i.e. .WAV to .mp3)

Data compression - Algorithms that allow for the reducing file size by removing digital information that is determined as non-essential

Deliverables - Materials that are the end product of work

Format - The method digital media is distributed on. (i.e. mp3, .mov, etc.)

Fidelity - The quality of sound. Low versus high

Import - The process of bringing external data or files into an application

Medium - The type of digital media used (i.e. music, video, image, etc.)

MP3 - Mpeg audio. An audio format that uses data compression to reduce file size

Sample Rate - The number of times per second a source is sampled

Web-ready audio files - Files formatted for optimal integration into online platforms such as iTunes, Spotify, etc.

Measurement Criteria: 5.7

Bit rate - A way to measure audio fidelity. Refers to the number of data bits per second

Data compression - Algorithms that allow for the reducing file size by removing digital information that is determined as non-essential

Deliverables - Materials that are the end product of work

Format - The method digital media is distributed on. (i.e. mp3, .mov, etc.)

LUFS - Loudness Unit Full Scale. A way to quantify the perceived loudness of a recording

Medium - The type of digital media used (i.e. music, video, image, etc.)

Sample Rate - The number of times per second a source is sampled

Streaming - In simplest terms, this refers to broadcast live over the internet

Standard 6.0: PRESENT PRODUCT(S) TO SELECTED LIVE AUDIENCE(S)

Measurement Criteria: 6.1

Driver - A utility piece of software that allows a device to be used with a computer system

Feedback - Signal that get required through a system, for example the signal from a mic being picked up by the mic itself from the PA

FOH - Front of House. Refers to what the audience hears. Also can refer to the mix desk position

Line Array - A PA system that are "aligned"/mounted/connected together

Line Array Delay - In larger venues, a delay in the signal in order to align multiple speaker line arrays at different points from the stage

Monitors - For live settings, the speakers that the performers use to hear. In studio, this can also refer to the speakers in the control room used to mix the session

Power Amp - Provides the electricity to drive (move) speaker cones in cabinets

Power Distribution - The process of regulating how power is connected for devices in a system

Subwoofer - A speaker designed to deliver the lowest (sub harmonic) frequency spectrum

Tweeter - A speaker designed to deliver the higher frequency spectrum

Measurement Criteria: 6.2

Capture - The act of recording ("capturing") a performance

Gain - Signal strength. Adjustable on a preamp/mixer

Feedback - Signal that get required through a system, for example the signal from a mic being picked up by the mic itself from the PA

FOH - Front of House. Refers to what the audience hears. Also can refer to the mix desk position

Load In - The process of setting up gear before a performance or session

Load out - The process of packing up gear after a performance or session

Master fader - On a mixer, The control of the final output level

Mix desk - Another name for an audio mixer

MON - Monitor. For live events, refers to what the performers hear. In studio can also refer to any mix heard in the studio control room

Monitors - For live settings, the speakers that the performers use to hear. In studio, this can also refer to the speakers in the control room used to mix the session

Sound check - The process of ensuring all elements of a stage are functioning properly. Also a time for performers to get used to a venue/set up, prior to the performance

Stage plot - A document that shows where things are located on a stage, as well as the wiring schematic for how devices are connected

Wiring schematic - A diagram that should show how something (a stage, a studio, a piece of gear) is connected (wired)

Measurement Criteria: 6.3

Attack - How quickly a sound articulates

Compressor - A processor that allows for the manipulation of dynamic properties

EQ - Equalizer. A device that shapes the timbre of a source by increasing or attenuating specific frequencies and/or frequency ranges

Delay - An audio echo or repeat

Distortion - An alteration of the original source.

Knee - How a compressor transitions between compressed versus non compressed sound. "Softer" means a gentler/smooth change.

LFO - Low Frequency Oscillator. Below 20hz, creating a rhythmic pulse/sweep that modulates a parameter

Looper - A device that records and plays back audio loops

Modulation - A change to a parameter over time

Overdrive - The sound made when a tube input gain stage is pushed to its operating limit. Creates a thicker/"fuzzy" sound. Many times associated with electric guitar

Pre-delay - The time before an effect kicks in. Usually in milliseconds. Usually part of a reverb devices settings. Can allow for "bigger" reverb without lose the articulation of the original sound

Proximity - The distance between two elements (i.e., the bass amp is in close proximity to the drum kit mics, etc.)

Rehearse - Preparing for a performance. Making sure all parts are coordinated and ready, etc. Not the same as practice, which is learning the music

Reverb - Ambience or "space" added to a sound

Threshold - The db (decibel) level needed for a compressor to being to effect a sound

Wet/dry - Relationship between the effected and non-effected sound

Measurement Criteria: 6.4

Ambient - The atmosphere, room, or space a performance takes place in. Many times enhanced or even simulated using reverb.

Delay - An audio echo or repeat

Dynamic - A type of mic that uses a magnetic coil

Modulation - A change to a parameter over time

Reverb - Ambience or "space" added to a sound

Timbre shaping - Shaping the EQ of a sound

Measurement Criteria: 6.5

Audition - The process of proving you are the best person for the gig

Band - A group, usually small, of musicians

Collaborate - Working together for a collective goal

Duet - Two musicians

Ensemble - A group, can be any size, of musicians

Featured performer - A soloist or special guest performer

Group - A set of tracks on a mixer that are "grouped" together in order to be manipulated simultaneously

Practice - The process of learning a musical part. Also of learning an instrument or technique

Rehearse - Preparing for a performance. Making sure all parts are coordinated and ready, etc. Not the same as practice, which is learning the music

Remix - The act of remixing and or reprocessing a session

DOMAIN 2: (Computer Literacy) Standards 7-8

Standard 7.0: APPLY CONTENT CAPTURE

Measurement Criteria: 7.1

Analog mixer - A mixer that processes sound via non digital technology and processors

Audio interface - A device that converts/transfers sound from outside a computer into it, and vice versa

Broadcast - A mass communication to distribute content to an audience

DAW - Digital Audio Workstation. A software application used for audio production

Digital mixer - A mixer that processes sound via digital technology and processors

Home studio - A recording studio (many times a project studio) in a home. Frequently a bedroom

Live sound venue - A location for a music performance with an audience

MIDI - Musical Instrument Digital Interface (MIDI) is a communication protocol common amongst digital musical instruments, processors, mixers, lighting and more

Mix desk - Another name for an audio mixer

Mixing console - Another name for an audio mixer

Onsite location recording - A recording that takes places at an event (i.e. sporting, conference, etc.)

Post- production studio - A studio devoted more towards mixing and mastering, rather than tracking

Project studio - Refers to a smaller scale, simpler recording space. Many times called a "bedroom studio"

Recording studio - A recording location/space

Measurement Criteria: 7.2

Bit rate - A way to measure audio fidelity. Refers to the number of data bits per second

Conversion - The process of changing the format of a digital file. (i.e. .WAV to .mp3)

Data compression - Algorithms that allow for the reducing file size by removing digital information that is determined as non-essential

Deliverables - Materials that are the end product of work

Fidelity - The quality of sound. Low versus high

FLAC - A method for creating lossless (high quality) data compression for MP3s

Format - The method digital media is distributed on (i.e. mp3, .mov, etc.)

Medium - The type of digital media used (i.e. music, video, image, etc.)

MP3 - Mpeg audio. An audio format that uses data compression to reduce file size

Sample Rate - The number of times per second a source is sampled

Vinyl - A method of analog audio distribution using flat spinning synthetic disks with inscribed grooves

WAV - Waveform Audio File Format. Used for audio data

Measurement Criteria: 7.3

Audio over IP - Audio distributed over an IP address

Cloud - A data storage location that is accessed via the internet

Data compression - Algorithms that allow for the reducing file size by removing digital information that is determined as non-essential.

Digital music distribution - A method of getting material out to the consumer, these days usually done via the internet

Export - The process of compiling a file from an application for usage outside the application

Hard drive - A computer storage device located in or attached to the computer system being used

Import - The process of bringing external data or files into an application

Remote servers - Computer storage devices that are located in another location, away from the computer system being used

Shared drive - A cloud based storage device

Standard 8.0: UTILIZE COMPUTER AND PERSONAL ELECTRONIC DEVICE APPLICATIONS TO MANAGE MEDIA

Measurement Criteria: 8.1

Analog mixing - Refers to mixing without the use of computer based processing

Bounce - The process of converting a DAW's multi-track mix to an audio file playable outside the DAW

DAW - Digital Audio Workstation. A software application used for audio production

Export - The process of compiling a file from an application for usage outside the application

ITB Mixing - In The Box. Refers to using only computer based processors and tools to mix

Master - Part of post-production. Refers to creating a final mix for data distribution or storage

Mix - The combination of tracks into a single distributable result via an audio file or through a PA system

Plugins - Utility programs that enhance a piece of software

Share - The process of allowing others to access information and documents that are housed in the cloud

Measurement Criteria: 8.2

Folders - Part of a digital filing system to keep digital information and programming organized

GUI - Graphic User Interface. The images on the screen of a device that a user interacts with

Library - Part of computer's operating system containing specialized programming required for specific software applications

Quick keys - Keyboard shortcuts to execute various software functions

Measurement Criteria: 8.3

Bits - Short for "Binary Digit," the smallest unit digital information

Bytes - A unit of digital information equal to 8 bits

Capacity - The amount of data/information a hard drive can hold

Cloud - A data storage location that is accessed via the internet

External drive - A hard drive outside a device

Folders - Part of a digital filing system to keep digital information and programming organized

GB - Gigabyte. A unit of information equal to a billion bytes

Internal drive - A hard drive inside a device

Library - Part of computer's operating system containing specialized programming required for specific software applications

MB - Megabyte. A unit of information equal to a million bytes

TB - Terabyte. A unit of information equal to a million bytes

Measurement Criteria: 8.4

Data safeguards - Tools used to protect data and other information

Purge - To remove completely

Static - Unchanging

Virus scan - The process of going through a system to see if has any viruses or malware

Measurement Criteria: 8.5

Encryption - Creates an alternative text/code that cannot be used or understood without decoding

Firewall - A security tool designed to prevent viruses and malware from accessing a system

Malware - Software designed to damage a computer

Network security - Practices and policies that work to protect a computer network

Password - A sequence of characters required to access a device and/or software

Security software - Programs designed to protect from or disable viruses

Virus - A program that replicates itself by modifying existing code/programming, usually resulting in a faulty device and/or one that can be accessed remotely without the owner's consent

DOMAIN 3: (Career Preparation)

Standard 9

Standard 9.0 DEMONSTRATE PRACTICES APPROPRIATE TO PERSONAL SUCCESS IN THE COMMUNICATION MEDIA TECHNOLOGIES INDUSTRY AS IT RELATES TO MUISC AND AUDIO PRODUCTION

Measurement Criteria: 9.1

Formatting - The process of configuring an audio clip or document in a specific preselected format

Proofreading - The process of checking one's work for errors before it is submitted or published

Measurement Criteria: 9.2

Apprenticeship - A position in which one works with an experienced professional for the purpose of learning a skill or trade

Deliverables - Materials that are the end product of work

Demo reel - Video or audio collection designed to display an artist's best work or performances to showcase one's abilities & talents

Electronic press kit - Also called an "EPK," a digital promotional package usually accessible on a band's website. Among the elements included are a biography, music samples, videos & contact information

Portfolio - A collection of creative works that highlight someone's skills & experience and includes samples of previous work performed

Resume - A document that summarizes a person's prior experience and accomplishments

Skill sets - Refers to someone's set of abilities & knowledge to be able to do a particular job

Measurement Criteria: 9.3

Demo reel - Video or audio collection designed to display an artist's best work or performances to showcase one's abilities & talents

Digital portfolio - A collection of creative works available online that highlight someone's skills & experience and includes samples of previous work performed

Electronic press kit - Also called an "EPK," a digital promotional package usually accessible on a band's website. Among the elements included are a biography, music samples, videos & contact information

Work samples - Examples of someone's best work that can be provided to a potential employer

Measurement Criteria: 9.4

Business casual - A way of dressing for work that is between "casual" and "formal"

Crew attire - A specific dress code for people working as part of the sound crew for a live show

Dress for Success - The process of dressing up to create a positive first impression when you meet with a potential employer for the first time

Gig - A job

Stage clothes - Any clothes or outfit specifically selected by a musician or band to wear on stage while performing

Measurement Criteria: 9.5

Demo - Usually short for "Demo Reel." A video or audio collection designed to display an artist's best work or performances to showcase one's abilities & talents

EPK - Abbreviation for Electronic Press Kit

Graphics - The use of visual images or designs to enhance one's portfolio or electronic press kit

Portfolio - A collection of creative works that highlight someone's skills & experience and includes samples of previous work performed

Projects - Typically used as a general term to describe an audio production

Resume - A document that summarizes a person's prior experience and accomplishments

Verifiable source - A source of information that can be confirmed as being credible & reliable

Website - A single entity or page on the World Wide Web

Measurement Criteria: 9.6

Artifacts (showcasing talents and relevant skills) - Similar to the term "work samples." They are usually examples of someone's best work that can be provided to a potential employer

Employability skills - These are usually skills that are needed to succeed in any job - such as communication, teamwork, critical thinking & computer skills

EPK - Abbreviation for Electronic Press Kit

Portfolio - A collection of creative works that highlight someone's skills & experience and includes samples of previous work performed.

Summary of professional growth - This refers to the skills and work experience that demonstrate development & growth over the course of one's career

Verify - To be able to confirm that something is accurate or true

Website - A single entity or page on the World Wide Web

Measurement Criteria: 9.7

Binder - Typically is a book or folder that contains clips or metal rings inside for the storage of papers

EPK - Abbreviation for Electronic Press Kit

Online portfolio - Similar to "digital portfolio." A collection of creative works available online that highlight someone's skills & experience and includes samples of previous work performed

Resume - A document that summarizes a person's prior experience and accomplishments

Verify - To be able to confirm that something is accurate or true

Website - A single entity or page on the World Wide Web

DOMAIN 4: (Communications)

Standard 10

Standard 10.0 DEMONSTRATE COMMUNICATION SKILLS

Measurement Criteria: 10.1

Assistant - A person who helps or provides aid. Can also be someone who is 2nd in command

Intern - Usually a student who is working in a professional environment, earning school credit as opposed to being paid a wage

Jargon - Vocabulary or terminology that is specific to a particular profession. Similar to the term "lingo"

Work for Hire - Also referred to as WFH. Specific to copyright law, a work created by an employee as part of their employment agreement. However, under WFH, the employer owns the copyright of the work, not the employee who created it

Measurement Criteria: 10.2

Active listening - The art of being focused and engaged in listening to the person you're having a conversation with

Audience - The listener(s)

Client - The person or persons requesting the work

Effective listening - The art of giving your complete attention to the person you are having a conversation with. Often it involves taking notes & providing feedback

Source - In terms of audio - it is where the signal is originating from. In news - it is where the information/story is originating from

Measurement Criteria: 10.3

Active listening - The art of being focused and engaged in listening to the person you're having a conversation with

Assertiveness - A communication technique that involves the ability to display confidence while speaking on behalf of something or someone

Body language - Non-verbal communication such as facial expressions, posture, gestures & eye movement

Conflict resolution - A process in which two or more parties are able to reach a peaceful solution to a disagreement or dispute

Empathy - The ability to put yourself in someone else's "shoes" and understand how that person is feeling

Interaction - Having communication or interacting with someone - either verbally or nonverbally

Negotiation - The process of discussing and in many cases, even agreeing to, the terms of a contract

Nonverbal - Communication that does not involve words or speech

Openness - The willingness to listen to new ideas & concepts. Also the act of being honest or frank about one's background

Positive attitude - Being optimistic about outcomes, expecting a situation to work out in your favor

Problem solving - Act of identifying an issue & finding a solution.

Process can be done by an individual or by working together with someone else or a group

Verbal - Opposite of non-verbal. Communication that involves words or speech

Measurement Criteria: 10.4

Audience - The listener(s)

Email - Method of communication involving electronically distributed messages, sent from one computer user to another or from one user to a larger group

Interpersonal meetings - Usually applies to verbal communication between 2 or more people that takes place face-to-face

Nonverbal - Communication that does not involve words or speech

Phone call - Communication between individuals or groups (conference call) that utilizes the telephone

Text - Short for "text message." Refers to a form of electronic communication in which short messages are typed & sent via a user's cell/mobile phone/device

Verbal - Opposite of non-verbal. Communication that involves words or speech

Video conferencing - Technology that allows participants to see & hear each other while meeting remotely, using a web-based service such as Zoom, Google Meet or Microsoft Teams

Measurement Criteria: 10.5

Accuracy - The instance of being correct and having true facts

Authority - Being in a position of power, the ability to make decisions that affect others, also a person who is highly skilled or an expert in a particular profession

Data - Information, facts & statistics, often collected as part of the research process. Also refers to information in a digital format, such as an audio file

Target audience - A specific group or demographic that your product is intended for

Verify - To be able to confirm that something is accurate or true

Measurement Criteria: 10.6

Audience - The listener(s)

Content - Information and creative material that is available, usually in digital form online

Demographics - Statistical information about a particular group of people, often utilized to create one's target audience

Purpose - The reasoning behind an action. Can also refer to an aspiration or a goal

Measurement Criteria: 10.7

Editing - For audio, the act of making adjustments or revisions to a sound file, usually using a DAW platform. Also the act of proofreading, revising & making corrections to written material

Proofing - Slang for proofreading. The process of checking one's work for errors before it is submitted or published

Style Guide - Refers to the Associated Press Stylebook, which is essentially the "bible" of all journalistic rules & guidelines

Standard 11.0 INVESTIGATE INTELLECTUAL PROPERTY (IP) LAW AND RIGHTS MANAGEMENT

Measurement Criteria: 11.1

Appeal - To apply to a higher court in the hopes of getting a ruling or verdict overturned or reversed

Court filing - The process of submitting documents to the court clerk so they can be part of the official record for a new or ongoing case. They can be submitted in-person or electronically

Defamation - To disparage someone publicly, damaging his or her reputation, usually done through libel or slander

Derivative - In copyright law, a work includes copyrightable elements of a separate original work, but can still be considered original in its own right, and therefore is also copyrightable

Infringement - In copyright law, it is violating the terms of a law or agreement - thus the phrase "copyright infringement."

Precedent - Refers to a previous case or ruling that becomes a guide on how future cases involving similar circumstances will be decided

Measurement Criteria: 11.2

Academic use - Similar to Fair Use, it allows material to be quoted for educational purposes without requiring the permission of the copyright holder

Fair Use - A doctrine of U.S. Copyright law that allows limited use of copyrighted material without requiring the permission of the copyright holder

IP - Stands for Intellectual Property & refers to works that come from original thought & creativity. The four types of IP protections include Copyrights, Trademarks, Trade Secrets & Patents

Licensing - In the music industry, it allows for owners of copyrighted material to be paid for certain uses of their work

Mechanical license - Also called "mechanical rights." It allows for an owner of copyrighted material to give permission to another artist/band to reproduce or use part of a copyrighted song

Royalties - Payments per use for an artist's material

Measurement Criteria: 11.3

Copy - To reproduce or create a work that is similar or almost identical to another

Original - The first or earliest version of a particular work

Parody - A satirical and/or funny or comedic take on a previous piece of work

Plagiarism - Taking someone else's work and claiming it as your own without obtaining proper permission to do so

Measurement Criteria: 11.4

IP rights - See "IP." The four types of Intellectual Property rights include protections for Copyrights, Trademarks, Trade Secrets & Patents

Licensing - In the music industry, it allows for owners of copyrighted material to be paid for certain uses of their work

Streaming - In simplest terms, this refers to broadcasting live over the internet

Measurement Criteria: 11.5

Copyright - The exclusive right to copy, distribute, display & perform your original work, and to be paid if someone else uses your work

Copyright Act (1976) - Serves as the basis for the current copyright laws. It was enacted on 10/19/1976 and officially took effect 1/1/1978

IP - Stands for Intellectual Property & refers to works that come from original thought & creativity. The four types of IP protections include Copyrights, Trademarks, Trade Secrets & Patents

Ownership - Under copyright law, ownership is generally defined as the creator of the original work, but the law also allows ownership rights to be transferred

Patent - A form of IP, which gives exclusive rights to an inventor to prevent others from creating, using or selling an invention for a set number of years

Trademark - A form of IP; generally a word, symbol or design used by a company to distinguish its products from the products of another company

DOMAIN 5: (Industry Concepts)

Standard 10, 12

Standard 10.0 DEMONSTRATE COMMUNICATION SKILLS

Measurement Criteria: 10.6

Release (as in album or press) - A press release is an announcement of a newsworthy event sent to local media. An album release is when a band or artist publishes new songs, giving the general public access to them

Measurement Criteria: 10.7

Release (as in album or press) - A press release is an announcement of a newsworthy event sent to local media. An album release is when a band or artist publishes new songs, giving the general public access to them

Standard 12.0 ANALYZE THE COMMUNICATION MEDIA TECHNOLOGIES INDUSTRY, ITS BUSINESS PRACTICES, AND ITS ROLE IN THE ECONOMY

Measurement Criteria: 12.1

Analog - Non digital technology

Artist - The "talent." Could be a performer, composer or other related role

Cassette - Also called a "cassette tape." A small/thin plastic case containing magnetic tape wound on two spools & used to record & playback audio

CD - Short for "compact disc." A small plastic disc containing digitally stored audio that is played back when the data is scanned by a laser beam

DAT - Stands for "Digital Audio Tape." A small cassette, created exclusively by Sony, containing magnetic tape to both record & playback higher quality (digital) audio

Data compression - Algorithms that allow for the reducing file size by removing digital information that is determined as non-essential

Digital - Data made up of 1's and 0s

Engineer - Does much of the technical work for recordings and live sound. Usually will operate the mix desk

Producer - A person who helps to shape the sound and or content of the music/recording. May also be the final determiner of what is released as a single, or placed on an album, etc.

Reel to reel - An audio recording & playback device that uses magnetic tape that passes from a supply reel to a take-up reel

Measurement Criteria: 12.2

Contacts - Someone within your network - a friend, colleague, family member, etc. who can provide job related information or help put you in touch with someone else

Digital footprint - A mark that one leaves on the internet as a result of his/her online activities. Employers will often check an applicant's digital footprint on social media before deciding whether to hire that person

Influencer - A person who has many followers on social media and who has the power to convince those followers to buy a certain product or use a certain service

Streaming - In simplest terms, this refers to broadcasting live over the internet

Measurement Criteria: 12.3

Censorship - The act of restricting or suppressing speech and public communication because it has been labeled objectionable or harmful

Economics - The science of how people deal with wealth, specifically how they deal with the production, distribution and consumption of goods

Ownership - Under copyright law, ownership is generally defined as the creator of the original work, but the law also allows for ownership rights to be transferred

Propaganda - The distribution of disinformation that is misleading and biased, in the hopes of influencing a particular audience

Social trends - Any activity that a large part of society participates in. Social trends can last a few weeks, years, or even decades

Measurement Criteria: 12.4

Advances - In the music industry, when a record company pays money to an artist & keeps the artist's royalties until that money is paid back

Audience engagement - An intentional plan to actively involve attendees in a program or show

Marketing - Actions that a company takes to convince a consumer to purchase their products or services

Monetization - The process of generating profit from a business or asset

Product placement - When companies pay to have their product or services referred to or featured during a movie or TV program. Also called "embedded marketing."

Measurement Criteria: 12.5

Contract - An agreement for services to be rendered and compensation for that work

Cultural awareness - Being mindful of the differences that exist in people's background, ethnic heritage & values

Cultural Sensitivity - Similar to "cultural awareness," being mindful of the differences that exist in people's background, ethnic heritage & values and accepting those differences

Demographics - Statistical information about a particular group of people, often utilized to create one's target audience

Prejudice - A preconception about someone or something; usually a negative opinion that has formed based on race or ethnicity, not knowledge or experience

Professionalism - Behaving in a righteous way all the time, holding yourself up to high standards and treating others with respect & politeness

Stereotype - A type of "prejudice." A preconceived general belief about a specific group of people

Target audience - A specific group or demographic that your product is intended for

Measurement Criteria: 12.6

Cultural awareness - Being mindful of the differences that exist in people's background, ethnic heritage & values

Cultural Sensitivity - Similar to "cultural awareness," being mindful of the differences that exist in people's background, ethnic heritage & values and accepting those differences

Prejudice - A preconception about someone or something; usually a negative opinion that's formed based on race or ethnicity, not knowledge or experience

Racial diversity - Having multiple races or ethnic groups represented within an organization or city/town

Stereotype - A type of "prejudice." A preconceived general belief about a specific group of people

Measurement Criteria: 12.7

Customer Satisfaction - Measuring the consumer's level of content & fulfillment with a company and its ability to meet or exceed those consumers' expectations

Digital distributors - Companies that will upload your music (for a fee) to various online digital platforms to allow for wider dissemination of your product

Interaction - A form of communication that usually involves two or more parties and generally takes place in-person

Partnership - When two or more people or companies agree to collaborate & work together for the benefit of their mutual interests

Personalize - To create something that is specifically geared toward an individual's tastes or preferences

Measurement Criteria: 12.8

Accountability - When someone is held responsible and must answer for whether a task was completed or not

Budget - Usually completed each year, a financial plan that predicts one's expected income & expenses over a specific period of time

Multitasking - The ability of one person to complete two or more assignments or projects at the same time

Music business - An industry consisting of musicians & singers, recording companies, songwriters & composers, as well as professionals who support the performers

Schedule - Essential to time management, a plan of what tasks are supposed to happen, when they are supposed to happen and who is expected to complete them

Tracking - The process of capturing/recording individual parts

Measurement Criteria: 12.9

Budget - Usually completed each year, a financial plan that predicts one's expected income & expenses over a specific period of time

CBA - Stands for "Cost Benefits Analysis," a process that businesses use to evaluate potential pros & cons of a financial decision. It includes the possible benefits or revenue of a project as well as the cost or necessary expenses

Cost analysis - A process that businesses use to evaluate the potential value of a project before deciding whether or not to move forward with it

Expenses - In the music industry, these refer to the cost of doing business, or money paid out or spent

Gross - Refers to total income earned before expenses or taxes and other deductions are subtracted

Net - Refers to one's income earned after expenses, taxes and other deductions are subtracted

Profit - Refers to surplus income earned that's left over after subtracting operating costs

Time value of money (TVM) - Concept that money you have now is worth more in the present than the same amount of money in the future

Measurement Criteria: 12.10

Accountant - A professional who maintains, inspects & interprets financial records

Agent - A professional on a musician's team whose main job involves booking of shows & public appearances

Animation - A graphic art, now usually computer generated, in which characters appear to be moving

Broadcasting - Transmitting audio or video or both through the use of radio or television

Crew - Any member of an artist or band's support staff whose main duties involve assisting with live show operations

Digital imaging - The act of taking a digital photo, and then processing, storing & printing the photo

Filmmaking - Refers to the process of creating a film, which usually include five stages - Development, Pre-Production, Production, Post-Production & Distribution

Graphic design - The art of creating visual content to help enhance the communication of a specific message

Illustration - Pictures, diagrams, or drawings/art that help enhance the communication of a specific message. It can also depict examples, thus helping to make a concept clearer

Internship - An opportunity for a student to work in a professional environment, earning valuable on-the-job experience & school credit as opposed to being paid a wage

Lawyer - In the music industry, this person handles all of an artist's legal matters, including drafting & reviewing contracts as well as representing them in court, if necessary

Manager - In the music industry, this person handles all of the artist's financial affairs, as well as marketing & advertising

Printing - The act of reproducing an image or document, including album covers, CD jackets, merchandising & promotional material

Measurement Criteria: 12.11

Cultural awareness - Being mindful of the differences that exist in people's background, ethnic heritage & values

Ethics - A set of standards or guidelines that serve as a person's moral compass

Morality - Similar to "ethics," a set of principles that help a person decide what's right and what's wrong

Prejudice - A preconception about someone or something; usually a negative opinion that has formed based on race or ethnicity, not knowledge or experience

Stereotype - A type of "prejudice." A preconceived general belief about a specific group of people

Virtues - Also entwined with "ethics" & "morals." A morally good quality that helps define someone's character

Measurement Criteria: 12.12

Gig economy - Refers to an economy in which professionals routinely work freelance, temporary or part-time positions. Each job is a "gig," thus the "gig economy."

Operating expenses - Refers to expenses that one incurs during the day-to-day operations of a business

Positioning - In marketing, how a company or brand is perceived by the consumer, and how the consumer distinguishes that company from its competitors

ROI - Stands for "Return on Investment" and is a financial formula used to calculate the amount of profit a company creates from a particular investment

Social media - Interactive digital platforms that allow users to communicate & connect with each other, while also sharing information (comments, pictures, posts, etc.)

Measurement Criteria: 12.13

Constraints - In business, they are obstacles or limitations that prevent you from succeeding

Deadlines (process) - A day/time or due date when a project or task must be completed by

Distribution - In marketing, the process of disseminating your product to the public and making it available to the consumer

Financing - The process of providing or securing money/funding in order to launch a business

Production phases – There are up to five stages of production: development, pre-production, production, post-production & distribution

Stakeholder - A person with an interest in or a connection to a piece of music or a project

Measurement Criteria: 12.14

Department of Labor - Federal agency that oversees working conditions & workers' rights. The DOL administers & enforces over 180 federal laws pertaining to the workplace

OSHA - Occupational Safety & Health Administration - part of the Department of Labor, OSHA assures safe working conditions by enforcing standards & through workplace training

Measurement Criteria: 12.15

Accessibility - In marketing, making sure the consumer has easy access to your product. Under the ADA, it refers to all people, including those with disabilities, having physical access to your business.

ADA - The Americans with Disabilities Act was created to eliminate discrimination of people with disabilities & to create enforceable standards which must be followed

Compliance - The act of following or obeying rules, standards or laws

Disability - A physical or mental impairment that limits a person's ability to perform day-to-day tasks

EEOC - The "Equal Employment Opportunity Commission," a federal agency that was created by the Civil Rights Act of 1964. It works to eliminate discrimination in the workplace