

UNIVERSITY OF NORTHERN COLORADO
College of Performing and Visual Arts
School of Music

MUS 495-600
(Summer 2025)

PRO TOOLS CERTIFICATION (101/110)
Duration 35 hours

Meetings: Monday-Friday, May 26 - 30
9:00 am – 5:00 pm Computer Lab, Frasier 83
Instructor: Dr. Socrates Garcia
Email: socrates.garcia@unco.edu

Course Description

This course is based on AVID's Pro Tools materials and will cover what they define as Pro Tools Fundamentals I and II. The course will further take you into the world of the preeminent DAW (Pro Tools) in the world. There will be lectures, assignments, and short quizzes (available on the AVID website) that will brush up your previous knowledge stemming from our UNC Music Technology courses and prepare you to take AVID's Certification Exams.

Avid's Description:

101 - "The Pro Tools Fundamentals I (PT101) course introduces fundamental Pro Tools concepts and principles, covering everything an individual needs to know to complete a basic Pro Tools project, from initial setup to final mixdown.

Students also learn to build sessions that include multi-track recordings of live audio, MIDI sequences and virtual instruments. Hands-on exercises and projects introduce essential techniques for creating sessions, recording and importing audio and MIDI, editing session media, navigating sessions and arranging media on tracks, and using basic processing and mixing techniques to finalize a production. Included with the course material is a download of media files and Pro Tools sessions to accompany the exercises and projects in the text.

110 - The Pro Tools Fundamentals II (PT110) course expands upon the basic principles taught in the Pro Tools Fundamentals I (PT101) course and introduces the core concepts and techniques students need to competently operate a Pro Tools system running mid-sized sessions.

Students learn to build sessions designed for commercial purposes and improve the results of their recording, editing, and mixing efforts. The hands-on exercises provide

experience setting up sessions, importing media, working with digital video, spotting sound effects, using loop recording and MIDI Merge techniques, working with virtual instruments, warping with Elastic Audio, applying Real-Time Properties, creating clip loops, applying signal processing, using automation, and using submixes and track groups to simplify a final mix.”

Course Objectives (101)

Upon successful completion of this course, you will:

- Create a Pro Tools session document or cloud-enabled project with appropriate parameter settings
- Accomplish common audio production tasks
- Employ navigation and editing skills in a multi-track Pro Tools document
- Incorporate proper recording and mixing techniques for audio and MIDI files in the Pro Tools environment
- Analyze and interpret session file structures
- Recognize and navigate the user interface and tool set
- Be ready to take Exam PT101

Course Objectives (110):

At the end of the course, you will be prepared to:

- Manage large track counts and multiple channels of simultaneous inputs and outputs
- Create appropriate Pro Tools software and hardware settings
- Select appropriate settings in the Playback Engine dialog
- Set up and modify input/output (I/O) settings
- Assess and integrate virtual instruments and specialized plugins for specific music and utilize advanced recording techniques to capture multiple record takes in succession
- Analyze Elastic Audio processors and methods to select appropriate options
- Utilize Elastic Audio techniques MIDI Real-Time Properties to achieve desired tempo and/or rhythmic effects and outcomes
- Apply clip-based editing techniques to audio and MIDI tracks
- Incorporate automated mixing techniques into a Pro Tools workflow for selective during a session post-production tasks automation
- Take Exam PT110

Pre-requisites

Successful completion of MUS 343, 354 or an in-person consultation with the instructor to determine previous knowledge.

Meetings

Meetings will be face-to-face in the computer lab.

Required Materials

Textbooks:

[Purchase PT 101 Book Here](#)

[Purchase PT 110 Book Here](#)

Tests

QUIZZES: There will be online quizzes on each of the chapters from the book. They can be accessed through the AVID website (There is a QR code on the books for this purpose).

Attendance: Attendance to ALL sessions is mandatory.

Computer lab/project studios Hours

The computer lab and the project studios will be available throughout the duration of the course.

Disability Resources: It is the policy and practice of the University of Northern Colorado to create inclusive learning environments. If there are aspects of the instruction or design of this course that present barriers to students' inclusion or to accurate assessments of students' achievements (e.g. time-limited exams, inaccessible web content, use of videos without captions), students should please communicate about these aspects with their instructor(s) professor and contact Disability Resource Center (DRC) to request accommodations. Office: (970) 351-2289, Michener Library L-80. You can learn more here: www.unco.edu/disability-resource-center

Title IX: The University of Northern Colorado is committed to providing a safe learning environment for all students that is free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. Students who have experienced (or who know someone who has experienced) any of these incidents should know that they are not alone. UNC has staff members trained to support students to navigate campus life, to access health and counseling services, to provide academic and housing accommodations, to help with legal protective orders, and more.

Please be aware all UNC instructors and most staff members are required to report their awareness of sexual violence to the Office of Institutional Equity and Compliance (OIEC). This means that if students tell an instructor about a situation involving sexual harassment, sexual assault, dating violence, domestic violence, or stalking, the instructor must share that information with the Title IX Coordinator, Larry Loftin. Larry or a trained staff member in OIEC will contact the reporting students to let them know about accommodations and support services at UNC as well as their options to pursue a process to hold accountable the person who caused the harm to them. Students who have experienced these situations are not required to speak with OIEC staff regarding the incident. Students' participation in OIEC processes are entirely voluntary.

If students do not want the Title IX Coordinator notified, instead of disclosing this information to the instructor, students can speak confidentially with the following people on campus and in the community. They can connect you with support services and help explore options now, or in the future.

- UNC's Assault Survivors Advocacy Program (ASAP): 24 Hotline 970-351-4040 or <http://www.unco.edu/asap>
- UNC Counseling Center: 970-351-2496 or <http://www.unco.edu/counseling>
- UNC Psychological Services: 970-351-1645 or http://www.unco.edu/cebs/psych_clinic

Students who are survivors, who are concerned about someone who is a survivor, or who would like to learn more about sexual misconduct or report an incident, can visit www.unco.edu/sexual-misconduct. Students may also contact OIEC at 970-351-4899 or email titleix@unco.edu.

Academic Integrity - Plagiarism / Consequences: Students are expected to practice academic honesty in every aspect of this course. Students who engage in academic misconduct are subject to grading consequences with regard to this course and/or university disciplinary procedures through the Dean of Students Office. More information about the academic misconduct process can be found in UNC's Student Code of Conduct (BEAR Code).

Examples of academic dishonesty include, but not are limited to:

- Copyright infringement – A student uses a photograph found on the internet in a presentation without obtaining permission from the
- Deception – A student gives a dishonest excuse when asking for a deadline
- Denying access to information or material – A student makes library or shared resource material unavailable to others by deliberately misplacing those resources.
- Facilitating academic misconduct – A student knowingly allows a portion of their work to be used by another
- Plagiarism – A student represents the ideas of another in a paper without citing and referencing the work.
- Unauthorized collaboration – A student works with other students on a paper or project without the specific permission of the

The Dean of Students Office / Student Resources: The Dean of Students (DOS) Office is located in the lower level of Michener Library, L15 to share concerns and navigate difficult situations. Student Outreach and Support, Student Rights and Responsibilities, Student Legal, Bear Pantry, and Student Judiciary are located here to assist you.

Equity and Inclusion: The University of Northern Colorado (UNC) embraces the diversity of students, faculty, and staff. UNC honors the inherent dignity of each individual, and welcomes their unique perspectives, behaviors, and world views. People of all races, religions, national origins, sexual orientations, ethnicities, genders and gender identities, cognitive, physical, and behavioral abilities, socioeconomic backgrounds, regions, immigrant statuses, military or veteran statuses, sizes and/or shapes are strongly encouraged to share their rich array of perspectives and experiences. Course content and campus discussions will heighten your awareness of others' individual and intersecting identities. For information or resources, contact Chief Diversity Officer, Dr. Tobias Guzman, at 970-351-1944. If students want to report an incident related to identity-based discrimination/harassment, please visit www.unco.edu/institutional-equity-compliance.

Land Acknowledgment: The University of Northern Colorado occupies the lands in the territories of the Ute, Cheyenne, and Arapaho peoples. The University acknowledges the 48 tribes that are historically tied to the state of Colorado. Thus, the land on which UNC is situated is tied to the history and culture of our native and indigenous peoples. UNC appreciates this connection and has great respect for this land. Additionally, the University community pays its respect to Elders past, present, and future, and to those who have stewarded this land throughout the generations.

As part of the learning and reflection process please visit <https://native-land.ca/> or call the Office of Equity & Inclusion at 970-351-1944.

Name in Use/Pronoun in Use/Name Change: If you have changed your name to better reflect your gender identity or for other reason: the process to request that the University change the name that appears on Canvas and on the course roster is available here: <https://www.unco.edu/registrar/name-change.aspx>

Writing Center: The Writing Center offers three kinds of sessions to meet your writing needs: In-Person, Email, and Zoom Sessions. Trained Writing Center Consultants can assist you with writing assignments from any course or subject. Even if you think your writing is pretty good, it's always nice to have another reader look over your work.

For more information, email the Writing Center at writingcenter@unco.edu or visit the website: www.unco.edu/writing-center.

Modifications to the course or syllabus: This is an interactive course, and as we work together and hold discussions, the direction of the course may change appreciably; if I feel the course needs reshaping, I reserve the right to change it in any way I feel it will benefit the course more efficiently.

WELCOME AND ENJOY THIS COURSE!!!!