

# **RADIO BROADCASTING MODULE**

Attached are sheets of assignments, evaluations and program logs, which I use for my radio-broadcasting module, in an Engineering and Technology I class. The video mentioned is from Hearlihy (All About Audio/Video) and the other is a video produced in my classroom to demonstrate the use of our particular equipment. The major assignments include a 20-minute broadcast and also the evaluation of 30 minutes of a program of their choice. Copies of commercials and public service announcements are readily available from local radio stations for the students to use in their first assignments of getting used to the equipment.

Brad Johnson  
Greendale High School  
6801 Southway  
Greendale, WI 53129  
414-423-0110

## **XIX. Radio Broadcasting**

In this module, you are going to study and work with various audio system components (microphones, tape decks, CD players, mixers, etc.). People trained in the field of broadcasting are employed in many areas, including AM or FM radio and the sound portion of television.

Your main project will be to plan and produce a 15-minute radio program. The program will include music from various sources; news, weather and sports information; commercials and public service announcement; as well as talk between two "DJ's" on the program.

- Day 1      A. Watch the videotape "All About Audio/Video."
- Day 2      B. Read over the packets covering the various components of the system. You may use the equipment but practice with headphones on.
1. Receiver - pages R-1 to R-7
  2. Mixer - pages 1-4, 6-7; Microphone - page 5
  3. Single cassette tape deck - pages SCD1 to SCD9
  4. Dual cassette tape deck - page DCD1 to DCD12
  5. CD player - pages CD1 to CD19
- Day 3      C. Watch the video tape of "Johnson's Demonstration" which explains the stereo equipment and the use of the mixer in putting together a program. Find the instructions for setting up the decks and mixer for recording commercials (laminated sheets). Set up the equipment for the next assignment.
- D. After you have watched the videotape you should be ready to do some recording. Your first assignment will be for each person to record some commercials. This will allow you to get used to setting the correct recording levels and hear what you sound like. Each student should select one public service announcement (PSA) and two commercials to read and record. Do not worry about "background music" at this time. (Samples are in the back of the module binder.) Practice reading, recording and listening to yourself. Save your recording on tape. Turn in the tape for a grade. Submit the tape in a cassette box with your name written on masking tape and put on the outside of the cassette box.
- Day 4      E. Practice recording from a cassette tape to a master tape and from a CD to a master tape. Work on proper cueing methods. Read and follow pages MIX1 to MIX5 in the binder. Review the video from lesson C above if necessary.
- F. Prepare and produce a 5-minute news broadcast. **Follow directions on pages NEWS1 to NEWS5.** If you choose to use articles from the newspaper, **do not** read the entire article. Select some of the high points and pick numerous articles. Submit your tape for evaluation as mentioned n day 3.

### **XIX. Radio Broadcasting (Cont.)**

- Day 5      G. Do the lesson "Preparing a Broadcast Script." Follow pages RB1 to RB4 in the module notebook. Decide what sequence your 20-minute program will have. Select music, news, sports and weather information to read and then practice reading them on tape. Prepare a complete "Program Log" of your entire 20 minute broadcast and submit it for approval. Look over the grading sheet to be sure you have met all of the criteria for the program.
- Day 6      H. Practice, Practice, Practice  
& 7
- Day 8      I. Tape your final program and submit the tape, your program log, and your  
& 9      evaluation sheet. Submit your tape for evaluation.
- Day 10     J. Radio Program evaluation. Listen to a radio program of our choice for 30 minutes continuously. As you listen fill out a program log like you did for your broadcast. List everything that happens for 30 minutes and record the time, source etc. On the back of the program log sheet write a 2-3-paragraph summary of the program. What did you like/dislike, what could you have included in your program that this station used on theirs and why do you like this station.
- K. Post Test

WEEK DAY: \_\_\_\_\_

STUDENT NAMES: \_\_\_\_\_

DATE: \_\_\_\_\_

CALL LETTERS: \_\_\_\_\_

START TIME	END TIME	TITLE (SONG, NEWS, PS, ETC.)	DURATION TIME	COUNTER NUMBER	SOURCE (CD, RADIO, MIKE)

LOGKEEPER NAME: \_\_\_\_\_ TIME ON: \_\_\_\_\_ TIME OFF: \_\_\_\_\_

STATION MANAGER SIGNATURE: \_\_\_\_\_

OVER

# RADIO BROADCAST EVALUATION SHEET

Requirements for radio production – Turn this sheet in with your recording.

1. 20 minutes in length
2. 2 people involved with speaking parts
3. Program recorded onto a cassette tape
4. 3 news stories
5. 2 sports stories
6. 1 weather report
7. 2 commercials (15-30 seconds in length each)
8. 1 public service announcement
9. Use of the CD player, tape deck and radio as sources for the program (radio can be prerecorded)
10. Use of sound effects from a CD or tape

## Grade Sheet

	<u>Points Possible</u>	<u>Points</u>
Script written (Program Log)	20	_____
20 minute recording	10	_____
Sources:		
Sign on/sign off with names and call letters	5	_____
CD, Cassette Tape (No songs over 3 minutes 30 seconds)	5	_____
Two Mikes	5	_____
Sports	5	_____
Weather	5	_____
News	10	_____
Sound Effects	5	_____
Public Service Announcement	5	_____
Commercials	5	_____
Overall Quality		
Creative	5	_____
Enthusiasm	5	_____
Sound Quality	5	_____
No "Dead Air" Time	5	_____
<b>TOTAL POINTS</b>	<b>100</b>	_____

CALL LETTERS: \_\_\_\_\_

LOGKEEPER NAME: \_\_\_\_\_ TIME ON: \_\_\_\_\_ TIME OFF: \_\_\_\_\_

OVER

Write a 2-3 paragraph description of the program you have just listened to. Describe what you liked or disliked about the program. What could you have included in your program that this station used in theirs? Why do you like this station?

