Introduction to Phonetics/Elements of Phonetics
SLHS 30600/LING 31500 – Fall 2015

Instructor: Alexander L. Francis
Email Address: francisa@purdue.edu
Office: LYLE 3062
Phone: (765) 494-3815
Lecture Time/room: MW 11:30-12:20, LYLE 1160
Labs:
   Thursday, 9:30-11:20, LYLE 1028
   Thursday, 3:30-5:20, LYLE 1028
   Friday, 9:30-11:20, LYLE 1028
Teaching Assistants: Audrey Bengert, April Grotberg, Adelle Rogers
Instructor Office Hours: Thursday, 12:30-1:20, and by appointment (evening online hours TBA)
TA Office Hours/Location: TBD/TBD

SOURCES OF COURSE INFORMATION

Required textbook

You will also need a pair of headphones (i.e. for an iPod or computer), and a basic calculator (non-graphing and not on a wireless device such as a phone). I recommend that you have laptop computer that you can bring to class. It will also be helpful to have a microphone as well (not required). It is acceptable to use a headset mic/headphone combination such as may be used for online gaming, etc.

Supplementary references
PDFs as assigned and posted to Blackboard.

Blackboard Learn
We will be using Blackboard learn (http://www.itap.purdue.edu/learning/tools/blackboard/index.cfm) as the primary means for distributing grades. You will also be able to download class notes and other supplementary materials from this system. Important course announcements will be made via Blackboard Learn Announcements, and also via Mixable (see below). Please do not rely on the Blackboard email system to contact your instructors. Use your own email to contact them directly at the address given above/in lab.

In-Class Response System
We will be using the Hotseat app to obtain feedback during lectures. If you have a smart phone that you plan to bring to class, please install the free Hot Seat app. You can also access Hot Seat from a tablet or laptop computer. If you do not have access to an e-device during class you will be directed to submit responses on paper or post to Hot Seat after class when you have computer access. Hot Seat has an “anonymous” button to allow you to conceal your identity from your classmates should you
wish to use it. Course instructors and ITaP can always see your identity. Make sure your Hot Seat posts are professional. This is new this year, so there will be additional announcements as things progress. If you want to check it out ahead of time, look at [http://www.itap.purdue.edu/studio/hotseat/](http://www.itap.purdue.edu/studio/hotseat/)

**MIXABLE**
We will be using Mixable ([http://www.purdue.edu/mixable/](http://www.purdue.edu/mixable/)) as a means to facilitate discussion in this class. Your TAs and I commit time each day to read and respond to comments and questions posted via Mixable, and we encourage you to post and respond to your classmates as well. The login page for Mixable is accessible from the main mixable page by clicking the login button at the upper right. You are responsible for making sure you have access to Mixable. If you have problems, please contact ITaP. Some class information may be distributed only via Mixable, and it is your responsibility to be able to access it in a timely manner.

**WEBX**
I will be experimenting with online “virtual” office hours, probably one night per week. This is also new this year, so there will be additional announcements as things progress.

**COURSE OBJECTIVES**
This course is an introduction to the field of phonetics, the study of the production and perception of speech, with emphasis on using the International Phonetic Alphabet (IPA) as a tool for manually recording aspects of speech as it is produced, and the use of acoustic analysis to further explore speech production and perception. The study of phonetics is relevant to a variety of disciplines, from linguistics, audiology and speech/language pathology to sociology, law, music, and human-computer interface design. The course is intended primarily for undergraduate majors in linguistics and speech/language pathology and audiology, but other disciplines will be referenced when possible.

By the end of the semester you should be able to:
- Explain the mechanisms of speech sound production
- Understand the rationale, benefits and shortcomings of phonetic transcription
- Relate the production of speech to its perception
- Describe speech sounds in terms of linguistic phonetic features
- Recognize and transcribe common speech sounds from English and other languages
- Understand and be able to conduct computerized acoustic analyses of speech sounds using the freely available Praat software.

**COURSE POLICIES**

**Students with Disabilities**: If you believe you have a disability, medical condition or other special circumstances that may affect your participation in this course please contact the Dean of Students Office (Schleman 207, 4-1747, [www.purdue.edu/odos/drc/welcome.php](http://www.purdue.edu/odos/drc/welcome.php)) so that suitable arrangements can be made. **No accommodations can be provided without express written instructions from the Office of the Dean of Students.** If you have

If you plan to take any exams through the Disability Resource Center, please schedule them on the day of the in-class exam or on the preceding day. I will not approve exams scheduled for any day after the in-class exam is given except under exceptional circumstances (see below). All exams taken in the DRC must be confirmed at least two weeks before they in-class exam is set to be given. It is your
responsibility to make arrangements before that time. If this is not done, you will not be permitted to
take the exam outside of the regularly scheduled exam period. Exam times are already scheduled for
the semester (see course plan) so you should be able to schedule all your exams well in advance.

**Time commitment:** Learning phonetics is time-consuming. It requires considerable memorization and
repetitive practice. In addition to the hours you spend in class, you should plan on spending *at least 6-8
hours per week* on reading, practicing transcription, reviewing your notes, and other activities
(homework, using CD-ROMs, downloading and applying software packages, and visiting suggested
websites). The teaching assistants and I also commit time to working with you. If there is any material
that you do not understand, please contact your TA or me for help, or come to my office hours. Do this
sooner rather than later. Like a foreign language, learning phonetics, and especially becoming
proficient at transcription and using Praat, requires a great deal of highly repetitive practice. Do not
wait until the week before the exam to start studying!

**Attendance:** *This is an experiential course!* You must be in class to partake in the experience. There is
NO substitute for being in-class. Students are expected to attend all lectures and all assigned labs. In
my experience, students who attend class regularly understand the material better and consequently
earn better grades. More importantly, you will have the best opportunities to “learn by doing” during
lecture and lab periods. If you must be absent from lecture or lab you are still responsible for all of the
material covered during that class period. I recommend you make arrangements with your colleagues
to borrow their notes if you miss class. Your TAs and I are not responsible for keeping you up-to-date
on classes that you miss, except that we agree to work with you to accommodate exceptional
circumstances, see below. **Note** that lectures and labs will *not* cover all material presented in the
textbook, and will *cover* material that is not in the textbook. You are expected to learn and understand
all material covered in the course, whether presented in lecture, lab, the textbooks, or any other format.
No attendance will be taken in lecture or lab, and there is no necessity for you to ask to be excused
from lectures that you may miss. However, you must be present in lab to take quizzes, and quick
quizzes may be given without warning in any lecture period (see assignments, below).

**Teamwork:** A significant part of this course will involve working in a group. You are responsible for
contributing to your team and working with your peers to enhance your collective learning experience.
Your individual score could be positively or negatively affected by the consensus evaluations of your
peers. Your team will complete a contract that stipulates the conditions and procedures for allocating
or not allocating points earned on team projects. You will be required to complete peer and self-
evaluations periodically throughout the semester, and completing these evaluations will contribute to
your final grade on each assignment. Your team contract will constitute 3% of your final grade.

**Reading assignments:** All reading assignments for a given day should be completed before you come
to class on that day. You will probably need to read a given assignment more than once, and it will
help to read it both before and after attending the relevant lecture(s). Readings will follow the attached
schedule unless stated otherwise in lecture.

**Homework:** Written homework is a valuable form of active learning that helps students understand the
materials covered in lecture and labs. Homework will be assigned regularly. Some assignments may
require you to download and run various free computer programs. These may be done on your
computer or in one of the ITaP labs on campus. Most programs we will use should be available for
both Windows and MacOS (and Linux), but it is your responsibility to make sure they work on your
computer far enough in advance that you can still complete the assignment on time. Your homework is
due in class one week after it is assigned unless otherwise noted. Assignments not turned in on the due date will receive a grade of 0. **No make-up assignments will be given for any reason.**

**Quizzes:** Short quizzes will be given during labs to ensure that you are keeping up with and understanding course material. Reviewing the course material regularly (e.g. at least once per week) and making sure you can do your homework on your own will help you be prepared for these quizzes and will make it easier to prepare for the exams. Any quiz that shows evidence of plagiarism, and any student observed to be copying or assisting another to copy will receive an automatic 0 for the entire quiz. There are 11 graded quizzes. At the end of the semester only your top 10 quiz grades will be counted. Quizzes may include transcription of live or recorded speech. **No make-up quizzes will be given for any reason.**

**Quick Quizzes:** Quick quizzes may be given at any time during any lecture. These will be conducted using the Hotseat app. *Only responses provided via Hotseat will be accepted. There is no option to make up these questions or to substitute other methods for submitting answers.* It is your responsibility to make sure you have things working properly. If you are absent from a lecture in which a quick quiz is given, you will not receive any credit for that quiz. **No make-up or alternate quick quizzes will be given to replace those that are missed for any reason.** Because we are trying Hotseat for the first time this semester, all Quick Quizzes will be treated as extra credit.

**Examinations:** There will be one written midterm exam scheduled during the semester. There will also be a Lab Practicum (transcription exam) given during the final lab meeting of the semester, and a final exam scheduled according to the campus-wide final exam schedule.

**Midterm Exam:** This is an **evening exam** so make sure you are available to attend (Wednesday October 7, KRAN G016). There will be no class on the day of the midterm. The midterm exam will constitute 12% of your final grade. It may include transcription of live or recorded speech.

**Lab Practicum (Transcription Exam):** This exam will consist of transcription of live or recorded speech. Samples may be typical or disordered English speech including children’s speech, and may also include typical adult speech produced by native speakers of languages other than English (i.e. potentially including accented English speech as well as speech from foreign languages containing non-English speech sounds). It will constitute 15% of your final grade. This exam may be given in a computer lab.

**Final Exam:** The final exam will be cumulative, will constitute 15% of your final grade, and will address information from the entire course. There will be no transcription of live or recorded speech on the final exam.

**You are expected to take exams and quizzes on the days and times scheduled. Make-up exams are only allowed under exceptional circumstances (see below).**

**Course Project.** You will complete a final project involving acoustic analysis of speech, comparing a non-standard speaker with a standard. This will be completed as part of a group, but grades will be assigned individually. See accompanying document. This project will constitute 15% of your final grade.
Extra Credit. There will be two different opportunities for earning extra credit: (1) Through volunteering in the Oral English Proficiency Program, and (2) Through volunteering in the Au.D. program. Please see accompanying documents for details.

Conflict Exam Policy: Because this is a large class, there are usually a few students entitled to a conflict exam (see ODoS policies on conflict exam eligibility). This conflict exam will be scheduled according to the needs of eligible students, and location will be determined by space available at that time. If there is additional space in the scheduled conflict exam room, other students may be given the option of taking the conflict exam at the same time as the eligible students. Priority for this option will be determined by cumulative grade on the in-class exam. If none of the eligible students elect to take the conflict exam, none will be offered. Note: The conflict exam time may be earlier or later than the official exam time and, at the discretion of the instructor and with the agreement of all students eligible to take it according to university regulations, may be provided outside of the regular examining period.

Please do not schedule travel for the end of the semester until after you have verified the date and time of the final exam. No conflict exams will be given for students wishing to leave campus before the official end of the semester except under exceptional circumstances (see below).

Exceptional circumstances: Beyond the circumstances covered by Purdue’s grievance policy, exceptional circumstances for this class include religious obligations, serious personal illness or injury, sudden hospitalization of an immediate family member, and illness of a dependent for whom you are solely responsible. If the absence can be anticipated (e.g. religious obligation, participation in a Purdue-sanctioned sporting event or performance, participation in an academic conference) you must notify me at least two weeks prior to the date of absence. In the case of Purdue-sponsored events, you must provide written documentation of the event from your supervisor (coach, director, principle investigator). Unanticipated absences may be excused only within 1 week following the date of your return to campus and upon presentation of written documentation verified by the Office of the Dean of Students. In order to qualify for a make-up exam, your absence must be confirmed by the Office of the Dean of Students. If you have questions about this policy, please ask. You may also refer to the website www.purdue.edu/odos/services/classabsence.php

Grading: Of course we are aware that grades are important, and everyone would like to receive a good grade. However, simply attending class and doing the minimal required work does not entitle anyone to a good grade. Students receiving good or excellent grades will earn them by demonstrating evidence of consistent effort and progress in developing critical thinking skills in this course. This course is not “curved”: You will receive the grade you earn. In principle, everyone could earn an A in this course. Or an F. Course grade will be based on performance on the items described in the following table:

<table>
<thead>
<tr>
<th>Item</th>
<th>Points</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Midterm Exam Oct. 7</td>
<td>60 points</td>
<td>12 %</td>
</tr>
<tr>
<td>Team Contract</td>
<td>15 points</td>
<td>3 %</td>
</tr>
<tr>
<td>Final Exam</td>
<td>75 points</td>
<td>18 %</td>
</tr>
<tr>
<td>Transcription Exam</td>
<td>75 points</td>
<td>15 %</td>
</tr>
<tr>
<td>Final Project</td>
<td>75 points</td>
<td>15 %</td>
</tr>
<tr>
<td>Lab Quizzes</td>
<td>10 quizzes * 10 points each = 100 points</td>
<td>20 %</td>
</tr>
<tr>
<td>Homework</td>
<td>10 assignments @ 10 pts each = 100 points</td>
<td>20 %</td>
</tr>
<tr>
<td>Quick Quizzes</td>
<td>Extra Credit</td>
<td>--</td>
</tr>
<tr>
<td>TOTAL</td>
<td>500 points</td>
<td>100%</td>
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</tbody>
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Note: Due to the significant changes we are implementing this year, we reserve the right to reduce the number of graded assignments (homework and lab quizzes). This will likely occur through consolidation of assignments. Please monitor Mixable, in-class announcements, and Blackboard announcements for details. Regardless, the total percentage of your final grade that may be earned through quizzes and homework assignments will be 20% for each type of assignment, as listed above.

The final grade will be scored: A+ (100-97%, 485 pts and above), A (96-93%, 465-484 pts), A- (92-90%, 450-464 pts); B+ (89-87%, 435-449 pts), B (86-83%, 415-434), B- (82-80%, 400-414 pts); C+ (79-77% 385-399), C (76-73%, 365-384 pts), C- (72-70%, 350-364 pts); D+ (69-63%, 315-349 pts), D (62-56%, 280-314 pts), D- (55-50%, 250-279 pts); F (≤ 49%, < 250 pts). Grades will be posted via Blackboard Learn as soon as the assignment has been graded for the entire class.

Classroom atmosphere: Class sessions will entail group work, open discussion and lecture formats. Respect and courtesy for others is expected, which includes listening to whoever has the floor. Advance preparation and in-class participation are expected. The whole point of the lecture periods is to be able to interact with one another and with me and the TAs, and I expect you to be able to work with me when called upon to do so. Please be respectful of your instructors and your colleagues. If you must discuss something while someone else is talking, please do so quietly. Please refrain from discussing topics unrelated to the class. If your discussion appears to be disruptive to the instructor or to other students you will be asked to quiet down. If you must be asked to quiet down more than once, you will be asked to leave class for the day. If you must leave early or arrive late, please make sure you enter or leave as quietly and unobtrusively as possible. I appreciate being notified of such occasions in advance, but understand that this is not always possible.

Electronic Devices in Class: You are encouraged to bring your phone/tablet and laptop computer to lectures. However, you may use electronic devices in class only for SLHS 30600/LING 31500 class work. Use of e-devices to find information during class is encouraged. Non class e-device use is not permitted. Please remember to turn off the sound or attach headphones to all electronic devices you plan to use before class begins. Please also disable or suspend things that may “pop up” on your laptop during use (Skype, IM, twitter, etc.). In general, because we may ask you to display your desktop to the class, you should make sure that you do not have anything running on your laptop that would be embarrassing or disruptive if displayed to the whole class. Use of any communication device during exams or quizzes will result in a 0 on the assignment and may be referred to the Office of the Dean of Students.

Student Academic Misconduct (a.k.a. cheating): If you work together with colleagues on a homework assignment, make sure you can also do the work on your own when your colleagues are not there to help you. If you work together on a homework assignment, you are expected to include all authors’ names on the assignment (whether or not they are currently enrolled in the class). Copying answers from anyone without attribution is plagiarism, and will be treated as such. You may not collaborate with anyone on quizzes or exams. Copying answers from classmates, allowing others to copy your answers, or in any way working together with others on quizzes or exams, using others’ work without attribution, and all other forms of plagiarism and cheating as given in the university guidelines will result in an automatic 0 on the assignment and the incident may be reported to the Dean of Students for disciplinary action for the first offense. For any subsequent offense, an F will be automatically assigned for the class grade and both incidents will be reported to the Dean of Students.
for disciplinary action. **Do not present the work of others as your own.** Please review carefully the brochure “Academic Integrity: A Guide for Students” available at the Dean of Students Office (Schleman 207) or online at: http://www.purdue.edu/odos/aboutodos/academicintegrity.php

**Student Rights and Complaints:** The official policies of the University concerning student rights and complaints, honesty and academic misconduct can be found in the *Academic Procedure Manual*, and in *University Regulations*, available from the Office of the Dean of Students or at: http://www.purdue.edu/univregs/

Any concerns about grades given on a particular assignment must be put in writing (hardcopy) and given to your TA, attached to the assignment to which they refer. Your written statement should include a description of why you believe the grade to be incorrect, and what you believe the grade should be. The course instructor is the final arbiter on all such decisions. The only exception to this rule is obvious errors in arithmetic, which may be brought to your TA’s attention directly. In order to be considered, any appeal must be submitted within 1 week of the lab in which the assignment is handed back.

In general, any problems should be brought first to your TA. If you feel you cannot discuss the problem with your TA, please talk to the course instructor. You may also contact one of the department Ombudspersons before going to the department Head or the Dean of Students. The SLHS Ombudspersons are Dr. Anne Smith (email: asmith@purdue.edu) and Hope Gulker (email: hgulker@purdue.edu). The Head of SLHS is Professor Keith Kluender (email: kkluender@purdue.edu). You can also talk with any of the SLHS undergraduate advisors: Michelle Mullen (mmull@purdue.edu), Maria Hartwig (mhartwi@purdue.edu) and Mary Taylor (taylorm@purdue.edu).

**Campus Emergency:** In the event of a major campus emergency, course requirements, deadlines and grading percentages are subject to changes that may be necessitated by a revised semester calendar or other circumstances. Here are ways to get information about changes in this course: Blackboard Learn web page (https://blackboard.purdue.edu/), the course Mixable feed (http://www.purdue.edu/mixable/), my email address: francisa@purdue.edu, and my office phone: 494-3815.

**Honors option:** If you are interested in taking this course for honors credit, please talk to me during the first week of class.

**Policy on letters of recommendation for graduate school:** I am usually unable to write letters of recommendation for students who have not worked in my lab for at least a semester and/or who have not taken a seminar-style course with me (e.g. SLHS 444 Research Methods in Communication Sciences and Disorders). If you are interested in working in my lab, please contact me via email. Include your GPA, a list of other faculty with whom you have worked in the past (if any), a short statement explaining why you are interested in working in my lab, what your career goals are, and how you became interested in your major. I have a very limited number of spaces available each year, so I cannot guarantee admission to anyone.

This syllabus is subject to change. The most recent version will be maintained on the Blackboard course page.