Recording Studio Internship Contract

I agree to the following:

I will work a minimum of six hours a week in the Recording studio.
I will schedule my work times with Wiley at least two days prior to coming in.

I will complete four personal projects:

a. M.I.D.I. project (using DP)
b. Digital audio editing project (Using Peak)
c. Recording with microphones-(Group Project)
d. Audio editing with Digital Performer

By the third week of my internship I will know how to:

1. Turn on & off all the equipment in room 55 & 47 properly.
2. Access the programs needed for my projects and the location of interns files.
3. Coil a microphone cable. (to Wiley’s specs.)

My work will include but won’t be limited to:

• Assisting in the setup/break-down for recording sessions.
• Keep accurate records of sessions.
• Help to maintain and clean of the studio.
• Work with other interns on their projects.
• Answer questions regarding studio use.
• Answer phone and take messages.
• Make recordings when capable.
• Help enter data in our database.

In consideration of these duties I will receive experience in recording engineering techniques & studio operations.

My particular interests are:

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____________________________________________________________________________
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I understand that if I do not adhere to this agreement that I will not be given credit for this internship nor will I be able to participate in any future internships at the Recording Studio. I also understand that if I wish to receive academic credit it is up to me to get the appropriate paper work to Wiley Ross before the end of the semester.

Wiley Ross_________________  ____________

Intern Print____________________
Intern Signature__________________  ____________