

## **Tuesday May 9, 2006**

9:00 AM Pick up at Hotel  
9:00-9:30 Introductions and a general discussion of goals and expectations  
9:30-10:30 Sample Playback and general project discussions  
10:30-10:45 Break  
10:45-12:30 Basic Track Format discussion, uses, and idiosyncrasies (an expanded version of [www.richardhess.com/tape/tips.htm](http://www.richardhess.com/tape/tips.htm))  
12:30-1:30 Lunch  
1:30-3:00 Reel tape transfer strategies and details, including basic tape machine and head alignment  
3:00-3:15 Break  
3:15-5:00 Cassette, cartridge, and digital transfer strategies including reloading tapes into cassette shells  
6:30 Leave for dinner  
8:30 (approx.) return to hotel

## **Wednesday May 10, 2006**

9:00 Pick up at hotel  
9:00-9:30 Review of Tuesday's work, general questions  
9:30-12:30 (with 15 minute break) Introduction to Samplitude, Diamond Cut, and Algorithmix Noise Reduction software  
12:30-1:30 Lunch  
1:30-5:00 Attendee #1 Tape transfer/restoration hands-on session (all watch)  
6:30 Leave for dinner  
8:30 (approx.) return to hotel

## **Thursday May 11, 2006**

9:00 Pick up at hotel  
9:15-12:30 Attendee #2 Tape transfer/restoration hands-on session (all watch)  
12:30-1:30 Lunch  
1:30-5:00 Attendee #3 Tape transfer/restoration hands-on session (all watch)  
6:30 Leave for dinner (Our host at Sushi Sushi in Aurora)  
8:30 (approx.) return to hotel

## **Friday May 12, 2006**

9:00 Pick up at hotel  
9:15-12:30 Attendee #4 Tape transfer/restoration hands-on session (all watch)  
12:30-1:30 Lunch  
1:30-3:00 Final discussion period

## **What to bring**

We would like each participant to provide one or two tapes for restoration. The three-hour session limits the amount of transfer/restoration that can be accomplished for each tape, but we are also looking for varied tapes to enrich the experience of all attendees. We will discuss, in advance, the tapes that you would like to bring so the seminar runs smoothly.

Bring your laptop. We have broadband public Internet access both wireless and wired in our lounge area. Sorry, we have only limited dialup capability.

The average high temperature in Toronto for this period is approximately 12°C or 54°F, with the average low approximately 7°C or 44°F and the average high approximately 19°C or 66°F. There is likely to be some rain, as 61mm (2.5 inches) is the average total May rainfall.

You will be responsible for your own transportation to Aurora. The attendees' email addresses will be provided to all attendees so that they may arrange to meet and share costs, if possible. Aurora is about an hour's drive from Pearson International Airport (Toronto, YYZ).



Lodging is available at the Aurora Howard Johnson's. We are in the process of arranging a special conference rate. We provide transportation between the hotel and our facility. [www.hojoaurora.com](http://www.hojoaurora.com) Other hotels are available, but you must provide your own ground transportation.

Morning and afternoon snacks will be provided as well as a cold buffet lunch. Due to space limitations, we request no food or drink in the studio.

We have several restaurants that serve good food in a casual atmosphere. Tuesday and Wednesday nights will be "Dutch treat" dinners and Thursday night's dinner will be hosted by Vignettes Media at Sushi Sushi in Aurora (they also serve cooked and vegetarian food). Please advise of any special dietary requirements. We will attempt to accommodate them.

### Comments from previous seminars

*I found the course very informative and my knowledge in this field has been greatly enhanced after attending your seminar. Your attention to detail is greatly appreciated and I will take what I have learned far into my career... I would recommend this course too anyone in this field, and highly recommend that you keep offering this course in the future. You have a enormous amount of knowledge and a wealth of information to share.*

*I just wanted to thank Richard for creating this seminar. I participated in it and found it very useful for my work in the ... Archives. I can only recommend it to anybody who needs to do audio transfers.... Richard was very patient with everybody and answered any questions that we had. Everybody brought some form of tape format and we all watched as it was transferred in Richard's studio. For institutions who can't afford a full time audio engineer this seminar is a "godsend".*

*I would also like to tell you that you are a very good teacher. Thanks a lot Richard and continue your good work, I would also like to thank your wife as she was so nice to us :)*

This seminar is offered as a service to the archival community in order to help archivists better understand some of the techniques, complexities, capabilities, and limits of audio tape restoration.

This seminar is directed towards archivists and archive managers as well as the engineers who work in archives. We suggest that experienced engineers will not receive adequate value from this seminar. We reserve the right to limit attendance for any reason. Our facility, unfortunately, is not accessible to wheelchair-bound individuals. No smoking will be permitted on the premises.

We can take no responsibility for any media that you bring, although the utmost care will be taken with it. Also, we cannot guarantee the effectiveness of any of the techniques learned at this seminar. They work for us. They may or may not be equally applicable in different situations. We cannot be responsible nor liable for any consequential damages or events based on the information provided at this seminar.

All information is provided in good faith that it will not be duplicated, distributed, nor published in any way. It is acceptable to share the concepts with colleagues from your current organization, but wholesale duplication of any provided materials is expressly prohibited.

Attendance is limited to four persons.

Conference Fee is \$950US (this includes a 3% cash discount) payable (checks made payable to Richard L. Hess) by April 15th. We reserve the right to cancel the workshop. If we do not receive a cancellation notice from you by April 15th, and we cannot fill your space, 60% of the fee will be forfeited.

Offered by  
Richard L. Hess  
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# Audio Tape Reformatting and Restoration

## Hands-on Seminar

May 9-12, 2006  
Aurora, Ontario  
Canada

