

The Wave Project

KFAI's Community Access Program: Sundays 10:00 - 11:00 am
KFAI 90.3 FM (Minneapolis) and 106.7 FM (St. Paul) and online at www.kfai.org

Program Information, Production Guidelines and Application

We're glad that you are interested in presenting a program on The Wave Project. We hope you have a great time on the air (and maybe think about doing more volunteer work at the station!). This handout contains information that will help you put a show together, including the following:

- Studio equipment available at the KFAI studio.
- Production assistance that KFAI volunteers can provide.
- Things to think about when putting together your program.
- Basic information you need to know for the day your program airs.

Studio Equipment and Production Assistance

KFAI will provide an engineer to run the on-air studio equipment during your program and help you deal with technical questions. You must take care of any pre-show production on your own. KFAI does not provide access to its production studios to individuals. Equipment in the On-Air studio includes:

- 3 CD players
- 2 turntables
- 1 cassette deck
- 1 DAT machine
- 1 Mini-Disc player

A CD burner is also available to record your show but you **must** provide a blank CD to your engineer to do this.

Putting Your Program Together

Plan on providing 55 minutes of material. It's a good idea to time out everything (music, readings, etc.) in advance so that your program fits into the time that you have. A good radio show requires planning and thought. You need to think about the people who will be listening, and try to come up with something that will be interesting and easy on the ear. The more time you spend preparing before you go on the air, the better your program will sound to KFAI's listeners.

You should plan to take short breaks at 10:15 am, 10:30 am and 10:45 am. These can be short music pieces or simply an announcement that reminds listeners of the name of your show, who you are, the name of the program ("**The Wave Project**") and the station (**KFAI**). The engineer may need to play or read several announcements at specific times during your hour. These will need to be worked into your program, as appropriate.

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Music Programs

Use only records or **original** CDs. We prefer to not use cassette tapes as they are poor sound quality and are often very difficult to queue. **Please, do NOT bring MP3s or MP3 players because that format is NOT compatible with station equipment.** If you burn music to a CD, always use a new CD to record your material. Please be aware that homemade CDs may not sound as good as originals and they can skip. Please burn CDs as .wav files, **NOT** .mp3 files. Please test homemade CDs before air-time. Please bring two (2) copies of burned CDs, in case one will not play correctly.

Since you only have 55 minutes, your music sets should not be too long. We recommend playing no more than two or three average-length tunes per set. Give information on the music that you play: Who are the musicians? When was the recording made? Why did you play it? Your program will sound better if you have two on-air guest hosts. The interplay between two people makes the program more interesting to the listener and will help you feel less nervous on the air. Prepare a written play list of the music that you plan to play in the order that you want to play it. Give a copy of the play list to your engineer before the program.

Discussion/Talk Shows

Be prepared. Know what you want to talk about. Have your questions prepared in advance. We strongly suggest that you have two or more on-air guests (more than four guests will be difficult to handle technically, however). A larger number of guests is more conducive to dialog, and makes your program sound more interesting to listeners. If you plan to have guests call in by telephone, **please** consult with the Wave Project coordinator for details and guidelines and inform your engineer. If you plan to use music, please read the **Music Programs** section, above.

On the Day of Your Program

Remember to bring all the materials that you will need to do your program. Please prepare a script for the engineer. Double-check your music against your play list to make sure that you are bringing all of the records and CDs that you plan to play.

Arrive at KFAI no later than 9:15 am. The station is located at 1808 Riverside Avenue in Minneapolis. We are located just east of the intersection of Riverside and Cedar, behind Midwest Mountaineering. The station entrance is on the west side of the Bailey Building, in the alley toward the back of the building. The doors will be locked, so push the buzzer; the on-air programmer will let you in. (This may take a few minutes if the on-air programmer is on air.) KFAI is on the 3rd floor. Ring the doorbell and the on-air programmer will let you in.

Discuss your program with your engineer before you go on the air. Go through your entire program together, and resolve any technical questions or concerns before airtime. You will have only about 5 minutes in the main studio before your show goes

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on the air so use your time wisely.

Play List

You and your engineer are **REQUIRED** to complete a list of **ALL** music played on the program, regardless of how short the piece is. A blank list is provided on page 7 of this document. Please complete the play list, either while you are on the air or as soon as your show is over. Your engineer will help you. Then, place it in the Wave Project mailbox, Box 31. This document **MUST** show **ONLY** what was actually played. It is an important part of KFAI's reporting to its funding sources such as the Corporation for Public Broadcasting. Therefore, station management and volunteers take the play list very seriously.

Publicizing your Wave Project

Promotional Cart Instructions

A promotion for your Wave Project program will air on KFAI for about 3-6 days before your program. This promotional piece will inform listeners about what is coming up on the Wave Project so they can tune in.

The Production or "Cart" Crew meets at the station at **7:00 pm on Wednesdays or 3:00 pm on Saturdays**, so you should plan to drop by at least one week before your program. Creating your promo should take no longer than an hour. If you cannot attend one of the sessions, please contact the Wave Project coordinator: kfaipublicaccess@yahoo.com

Your promotional cart can only be 30 seconds in length. While the Production Team is happy to record your cart for you, you are strongly encouraged to provide the voice-over and assist in its production. Please bring a short script that includes the title of your program, a brief and catchy description of the show, and the day and time of its airing ("...this Sunday at 10:00 am on KFAI's Wave Project..."). It is best to bring a good rough draft so the Production Team can assist with script editing. You should also bring one or more pieces of appropriate music (preferably without vocals) to play in the background of your recording. The station's Music Library is also available to you for your promo.

Promoting your show on KFAI's Website

KFAI's website, www.kfai.org, is also available to further publicize your program. If you would like to have a short description of your program and a graphic on KFAI's website under "The Wave Project" program page or possibly the web site's main page, please email the description and picture or graphic to kfaipublicaccess@yahoo.com at least one week before your program.

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What You Need to Know About Sensitive Language

Sensitive language is a term that refers to three types of language that the Federal Communications Commission (FCC) says that broadcasters can't use over air. This handout will give you the information you need to know to keep from running afoul of these rules during your Wave Project program. If you have any questions about this material, talk with the Wave Project coordinator or with KFAI's Program Director. You need to be aware that the FCC takes these rules very seriously, and it has been handing out big fines to stations and programmers for violations. For a one-time, single violation of its indecency rules, for example, the FCC is handing out fines of \$12,500 or more.

Obscenity

The FCC uses a definition of obscenity set out by the U.S. Supreme Court in the early 1970s that you may already have heard of. In order for programming to be considered obscene, all three of the following elements must be present:

1. The average person, applying contemporary community standards, must find that the work as a whole appeals to the prurient interest. In other words, the point of the work must be to arouse an "unhealthy" sexual desire.
2. The work must describe or depict, in a patently offensive way, sexual conduct specifically described by applicable state laws.
3. The work as a whole must lack serious literary, artistic, political, or scientific value.

As with all of the rules governing sensitive language, we have to do a lot of interpretation to understand what's going on here. For example, you probably wouldn't get in trouble if you read James Joyce's *Finnegan's Wake* on the air, even though the book was once banned as obscene. Since Joyce is now considered to be a great writer of "serious" literature, language that might be obscene when used by someone else is not legally obscene when Joyce uses it. On the other hand, you might run afoul of the FCC if you did a program featuring only the "dirty" parts of *Finnegan's Wake*, especially if you interlaced your readings with comments like, "If you think that part was hot, wait until you hear this!"

Indecency

A December 1992 newsletter from the broadcast law firm of Haley, Bader and Potts listed things that the FCC has found indecent recently. The list included:

- The "seven dirty words": shit, piss, fuck, cunt, cocksucker, mother-fucker, and tits.
- Popular songs that contain repeated references to sex or sexual organs, including Uncle Bonsai's "Penis Envy," Prince's "Erotic City," and Monty Python's "Sit on my Face"

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- DJ banter concerning tabloid sex scandals, such as Vanessa Williams' photos in Penthouse and the take of a man whose testicle was caught in a hot tub drain.
- Discussion of intimate sexual questions between DJs and callers: "What the grossest thing you've ever put in your mouth?" "What makes your hiney parts tingle?"
- Dirty jokes and dirty puns. For example, "Liberace was great on the piano but sucked on the organ."
- Non-clinical references to lesbian or gay sex, masturbation, breast or penis size, sodomy, erections, orgasms, etc.
- Excerpts of a play about a person dying from AIDS.
- And according to the law firm, *any* reference to non-heterosexual sex or oral sex is likely to be considered indecent by the FCC.

Indecency Defined

The first tool you need to have to keep your program legal is to understand just what the FCC means when it says something is indecent. According to the FCC, indecency is the broadcast of language that "*describes, in terms patently offensive as measured by contemporary community standards for the broadcast medium, sexual or excretory activities or organs.*" Don't be fooled by the fact that this definition bears a resemblance to the one for obscenity – the differences between the two are significant.

Here are the main ways indecency differs from obscenity:

- *Indecent language doesn't have to appeal to the prurient interest* – it doesn't even have to be titillating. For example, the FCC doesn't think that humorous, but lewd, references to genitals are funny – it thinks they're indecent.
- *The fact that material has literary, artistic, political, or scientific value is irrelevant* when the FCC determines whether the material is indecent.
- *Material must be indecent according to the "contemporary community standards for the broadcast medium,"* which are more restrictive than general community standards. For example, people who think it's okay for the word *fuck* to appear in a magazine article don't necessarily want to hear someone say *fuck* on the radio, especially if they think their children might be listening.

In addition, the FCC applies a single national standard for indecency. It makes no distinction between say, Los Angeles and Berea, Kentucky, even though cultural and moral standards might differ between those two cities..

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Avoiding Indecency Violations

- Don't assume that something is okay to broadcast just because you heard it on another show or another station. That other programmer could have made a mistake.
- Preview any music you haven't heard before.
- Read lyric sheets and avoid songs with "problem" lyrics.
- Don't air any pre-recorded material unless you have listened to it in advance.
- Keep away from the "seven dirty words": shit, piss, fuck, cunt, cocksucker, motherfucker, and tits. While they're not the only words that can get you in trouble, they are the only ones ruled indecent by the U.S. Supreme Court.
- Clear any material of erotic nature, or that deals explicitly with sex acts, in advance with KFAI's Program Director.
- Never broadcast any material you have doubts about. If you aren't certain something is okay for the air, talk to KFAI's Program Director.

Profanity

Compared to obscenity and indecency, profanity is easy. If you say *hell*, *damn*, *goddamn*, or similar words with the intent of bringing down divine wrath or divine condemnation, then you are using profanity. However, the courts have said, and the FCC agrees, that the intent of the speaker is what matters when judging whether language is profane. For a complaint to stick, the FCC would have to prove that you really meant for God to damn something or someone – that you really hoped that someone would be struck down by lightning, for example. In general, complaints about profanity tend not to get to the FCC in the first place because people usually just call or write the station. Since KFAI depends so much on listeners for the financial support that makes the station possible, we prefer not to anger our listeners by using profanity unless there is a compelling artistic or other reason to do so. In practical terms, then, KFAI rules don't let you use profanity over the air – regardless of whether your language would be judged profane by the FCC.

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THIS PAGE FOR NOTES

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Program Abstract for Guest Hosts

Please fill out as completely as possible. Use back if more space is needed.

Name _____

Address _____

City _____ State _____ Zip Code _____

Daytime Phone _____ Evening Phone _____

Email address _____

Type of Program (circle one) Recorded music Talk/Interview Other

If you circled "other", explain (e.g. phone interview, live music)

Title of Program _____

Subject of Program _____

What do you think is special or interesting about your program? Tell us about it.

What kind of people will be interested in your program, and what will the listeners gain?

On occasion, KFAI rebroadcasts previous Wave Projects (e.g. during Pledge Drive or in case of show cancellation). Do you give KFAI permission to rebroadcast your program? Yes / No

Before you submit your abstract, read and understand the attached sheet regarding sensitive language. Please **sign** and **date** this abstract if you have read this material:

Signature _____ Date _____

**Please deliver/mail this
completed abstract to:**

KFAI 90.3 FM and 106.7 FM
The Wave Project, Box 31
1808 Riverside Avenue
Minneapolis, MN 55455

Or send by e-mail to:

kfaipublicaccess@yahoo.com

You'll be hearing from us soon. Thanks for your interest in The Wave Project!