



PAPER OUTLINE 2009

Paper Code & Title:	MUSC160 <i>Basic Musical Techniques</i>				
Year:	2009	Points:	20		
CRN:	15566	Trimester:	3/3	Campus:	NZSM - VUW Kelburn
Key dates:	Teaching dates:	11 January -12 February 2010			
	Study week:	Not Applicable			
	Exam Period:	Not applicable			
		<i>NB: For courses with exams, students must be available to attend the exam at any time during this period.</i>			
Prerequisites:	None				
Corequisites:	None				
Restrictions:	MUSI 105, 107, 108, NZSM 160, 161, 162, MUSC 166, 167, 266				

Paper Co-ordinator:	Geoffrey Coker, who will be on leave until 2 February, and will not be teaching the paper.		
Contact phone:	463-5883	Email:	geoffrey.coker@nzsm.ac.nz
Office located at:	Rm 208 School of Music		
Office hours:	None		
Other staff member(s):	Julie Coulson		
Contact phone:	463 9789	Email:	Julie.Coulson@nzsm.ac.nz
Office(s) located at:	Rm 202, 92 Fairlie Terrace		
Tutors:	Debbie Rawnsley And another tutor TBA		
Class times/rooms:	9am – 11am Monday to Friday with the exception of the public holiday on 25 January in Room MS209		
Workshop times/rooms:	Not applicable		
Tutorial times/rooms:	Keyboard classes will be either 10-10.30am, 10.30 – 11am or 11-11.30am, Monday to Friday with the exception of the public holiday on 25 January in Room MU112 (the Keyboard Lab)		

Classes with tutorials:

MUSC 160 is an intensive course taught daily over five weeks, the Keyboard Labs will begin on the second day and the groups announced during class.

PAPER PRESCRIPTION

An introduction to fundamental written skills in music and to basic forms used in Western music, including introduction to the keyboard and practice in aural perception. Preference will be given to students majoring in Music.

LEARNING OUTCOMES

- On successful completion of the paper students will:
- 1) have a basic knowledge of musical notation and harmony
 - 2) have basic keyboard skills
 - 3) have a basic aural perception

EXPECTED WORKLOAD

A 18-point third trimester paper should require at least 180 hours work (including class time). This means that in term time, you should be prepared to spend on average 30 hours per week involved in activities such as attending classes, reading, listening to recommended recordings and preparing assignments.

As this paper is taught as an intensive class over 5 weeks there is no midterm break or study week. This means that the 132 hours outside class time work out at about 5.5 hours of personal study per day.

PAPER CONTENT & DELIVERY

This course will consist of five lectures on written work, five tutorials on Aural, and five Keyboard tutorials per week. Lectures will be structured around a range of learning activities, including formal lectures, small group work, and whole class discussions. The keyboard tutorials are devoted to a study of the keyboard

See attached syllabus for content.

1) Two Volumes - (i) **MUSC 160 Class Notes** and (ii) **MUSC 160 ANSWERS**

These are available from the Student Notes Shop situated on the ground floor in the Student Union Building, Kelburn. The price of the anthology includes handout notes.

2) The Aural computer programme "Ear Conditioner," is an essential resource in this class and is available for use in the keyboard lab when there are not classes present. You will need to supply **your own headphones** with plug size adapter for use in the Keyboard Lab. There is a large plug on the keyboards and a small one on the computer.

3) A CD of aural examples available from the lecturer in return for an unopened blank CDR

For the first two weeks of trimester, all undergraduate textbooks and student notes will be sold from the Memorial Theatre foyer, while postgraduate textbooks and student notes will be available from the top floor of VicBooks in the Student Union Building, Kelburn Campus. After week two all undergraduate textbooks will be sold from VicBooks and student notes from the Student Notes Distribution Centre on the ground floor of the Student Union Building. Customers can order textbooks and student notes online at www.vicbooks.co.nz or email an order or enquiry to enquiries@vicbooks.co.nz. Books can be couriered to customers or they can be picked up from the shop. Customers will be contacted when they are available. Opening hours are 8am–6pm, Monday–Friday during term time (closing at 5pm in the holidays). Phone: 463 5515

ASSESSMENT REQUIREMENTS

This paper is internally assessed

Assessments consist of:

Six Short written assessments, either Closed book in Class time or Take home open book assignments. Weighted at 6% each. Learning Outcome 1

Three Short Aural tests in Class time. Weighted at 6% each. Learning Outcome 3

Three Short Keyboard tests in class time, Weighted at 6% each. Learning Outcome 2

One final Written test Weighted at 21% , Learning Outcome 1

One final Keyboard test Weighted at 7% , Learning Outcome 2

Dates and content of these assessments are also given on a separate sheet

PLEASE NOTE THAT THE RESULTS OF ALL THESE ASSIGNMENTS AND TESTS GO TOWARDS THE FINAL GRADE. YOUR ATTENTION IS DRAWN TO THE ADVICE UNDER "DEADLINES" AND "MANDATORY PAPER REQUIREMENTS" BELOW. Except in the cases detailed below, if a test or assignment is not undertaken or completed at the stated time it will be given a zero mark

<i>Assessment name</i>	<i>Word length / approx. duration</i>	<i>Learning outcome(s)</i>	<i>Due date</i>	<i>% of final grade</i>
Assessment 1 Written Test	10 minutes	1	14 January	6%
Assessment 2 Written Test	10 minutes	1	18 January	6%
Assessment 3 Keyboard Test	10 minutes	2	19 January	6%
Assessment 4 Written Test	10 minutes	1	20 January	6%
Assessment 5 Aural Test	10 minutes	3	22 January	6%
Assessment 6 Keyboard test	10 minutes	2	29 January	6%
Assessment 7 Take home written assignment	One Page	1	2 February	6%
Assessment 8 Aural Test	10 minutes	3	2 February	6%
Assessment 9 Take home written assignment	One Page	1	4 February	6%
Assessment 10 Keyboard test	10 minutes	2	8 February	6%
Assessment 11 Take home written assignment	One Page	1	10 February	6%
Assessment 12 Aural Test	10 minutes	3	11 February	6%
Final Written test	One Hour	1	12 February	21%
Final Keyboard test	10 minutes	2	12 February	7%

Deposit and collection of written work

Assignments should be handed in at class

Marked assignments will be returned at class

Deadlines for written work:

Written work must be handed in by the due dates. In fairness to other students, unless a medical certificate is produced, work handed in after 5pm on the due date will be subject to a 5% demerit on your grade, increasing by 5% each further working day it is overdue.

Students, who for exceptional reasons can justify an extension for the essay, must apply to the Paper Co-ordinator before the due date. Please note that NO extensions can be granted for tutorial assignments.

ASSIGNMENT PRESENTATION

Written work should be presented according to the guidelines set out in the **NZSM Guidelines for Academic Work**, which can be downloaded as a PDF document from the NZSM Website <http://www.nzsm.ac.nz/study/programmes.aspx> (in the right-hand column). Five percent (5%) will be deducted for written work that does not conform to these standards.

Notated works must be presented according to the guidelines set down in the **NZSM Composition and Orchestration Style Guide**, available as a PDF document from the NZSM Website: <http://www.nzsm.ac.nz/study/composition.aspx> (in the right-hand column). Five percent (5%) will be deducted for notated work that clearly does not conform to these standards.

Sonic Arts works should be submitted as a clearly labelled Audio CD, or, for multimedia works, as a DVD or as a Quicktime data file on a data CD-ROM.

MANDATORY PAPER REQUIREMENTS

To gain a pass in this course each student must:

- a) Submit the assessment specified for this course, on or by the specified dates (subject to such provisions as are stated for late submission of work).
- b) Attend at least 80% of lectures, tutorials and workshops related to this course.

COMMUNICATION OF ADDITIONAL INFORMATION/INFORMATION ON CHANGES

Official notices issued after the paper has commenced will be posted on the board outside the NZSM office on the Kelburn campus. Notices concerning a number of papers will also be posted on Blackboard. The Paper Co-ordinator will specify if Blackboard will be used.

ACADEMIC INTEGRITY AND PLAGIARISM

Academic integrity means that university staff and students, in their teaching and learning, are expected to treat others honestly, fairly and with respect at all times. It is not acceptable to mistreat academic, intellectual or creative work that has been done by other people by representing it as your own original work.

Academic integrity is important because it is the core value on which the University's learning, teaching and research activities are based. The NZSM's reputation for academic integrity adds value to your qualification.

The NZSM defines plagiarism as presenting someone else's work as if it were your own, whether you mean to or not. 'Someone else's work' means anything that is not your own idea. Even if it is presented in your own style, you must acknowledge your sources fully and appropriately. This includes:

- Material from books, journals or any other printed source
- The work of other students or staff
- Information from the internet
- Software programs and other electronic material
- Designs and ideas
- The organisation or structuring of any such material

Find out more about plagiarism, how to avoid it and penalties, on the NZSM website: <http://www.nzsm.ac.nz/about/statutes-policies.aspx#plagiarism>

GENERAL NZSM POLICIES AND STATUTES

Students should familiarise themselves with the NZSM's policies and statutes, especially those regarding Personal Courses of Study, Academic Grievances, Staff and Student Conduct. Please see <http://www.nzsm.ac.nz/about/statutes-policies.aspx>

For any statutes relating to the particular qualifications being studied, see either the *Massey University Calendar* or the *Victoria University Calendar*.

Information about Student Services, including Academic Mentoring for Maori and Pacific Students, and support for Students with Disabilities, is to be found in the *NZSM Student Handbook* (available from the NZSM offices on each campus).

EVENTS

Regular events are held during trimesters 1 & 2 at all NZSM campuses. These events are for the benefit of all students, and include performances, masterclasses, special lectures and workshops given by staff, students and visiting artists.

All students are expected to obtain a copy of the current event brochure (published twice yearly) and keep time free to attend the weekly lunchtime concert on Friday at 12.00pm, along with other events as required.

Event manager: Debbie Rawnsley

Phone: (04) 463 6050 **Email:** debbie.rawnsley@nzsm.ac.nz

Website: <http://www.nzsm.ac.nz/events/>