



PAPER OUTLINE 2011

Paper Code & Title:	MUSC 160 <i>Basic Musical Techniques</i>				
Year:	2011	Points:	20		
CRN:	15566	Trimester:	2/3	Campus:	NZSM - VUW Kelburn
Key dates:	Teaching dates:	11 July–14 October 2011			
	Mid-trimester break:	22 August–4 September 2011			
	Study week:	17–21 October 2011			
	Exam/Assessment period:	21 October–12 November 2011			
	(where applicable)	<i>NB: For courses with exams, students must be available to attend the exam at any time during this period.</i>			
	Withdrawal dates:	Information on withdrawals and refunds may be found at: http://www.victoria.ac.nz/home/admisenrol/payments/withdrawalsrefunds.aspx			
Prerequisites:	<i>None</i>				
Corequisites:	<i>None</i>				
Restrictions:	<i>MUSC 164, 166, MUSI 105, 107, 108, NZSM 160, 161, 162, 133.109</i>				

Paper Co-ordinator:	Geoffrey Coker		
Contact phone:	463 5883	Email:	geoffrey.coker@nzsm.ac.nz
Office located at:	Room 208, Music Block, Kelburn Campus		
Office hours:	Monday 11:00am-12 noon, and at other times by appointment		
Other staff member(s):	Lecturer: Julie Coulson		
Contact phone:	463 9789	Email:	Julie.Coulson@nzsm.ac.nz
Office(s) located at:	Room 202, 92 Fairlie Terrace		
Tutors:	Anton Killin	Email:	anton.killin@nzsm.ac.nz
	Matt Oswin	Email:	ulrich_mannheim_der_musiker@yahoo.co.nz
Class times/rooms:	Monday, Wednesday, 2:10pm–3:00pm (Room HULT119) Thursday, 2:10pm–3:00pm (Room EA026)		
Musicianship Laboratories:	These are arranged in groups of 10 students. In the Keyboard Lab, MU112. Students attend one lab per week at times arranged and posted on Blackboard		

Keyboard Labs

Keyboard Labs commence in the second week of the trimester. Groups will be posted on Blackboard and/or on the noticeboard outside the office on the NZSM Kelburn Campus at the start of Week 2.

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.

COURSE CONTENT & DELIVERY

This course will consist of two 1-hour interactive lectures for Theory, one 1-hour interactive lecture for Aural, and one 1-hour Laboratory per week for Musicianship (Keyboard and Aural). It will be structured around a range of learning activities, including small group work, and whole class discussions. The Lab will normally provide time to discuss issues relevant to assessed work and provide feedback.

See attached course syllabus for more information.

READINGS, MATERIALS & EQUIPMENT

Students are expected to purchase the following texts:

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

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 no 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 keyboard and a small one on the computer.

3) A CD OF AURAL EXAMPLES IS AVAILABLE FROM THE LECTURER IN RETURN FOR AN UNOPENED BLANK CD-R.

All undergraduate textbooks and student notes will be sold from the Memorial Theatre foyer from 4 to 22 July, 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 and student notes will be sold from VicBooks, on Level 4 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 nominated collection points at each campus. Customers will be contacted when they are available. Opening hours are 8:00am–6:00pm, Monday–Friday during term time (closing at 5:00pm in the holidays). Phone: 463 5515.

LEARNING OUTCOMES

Students who have successfully completed this paper will:

1. have a basic knowledge of musical notation and harmony
2. have basic keyboard skills
3. have a basic aural perception.

ASSESSMENT

Approved assessment regime

The following assessment regime for this paper has been approved by the NZSM Academic Committee:

1. *Written Test - 10 minutes. Related to learning outcome 1. (6%)*
2. *Written Test - 10 minutes. Related to learning outcome 1. (6%)*
3. *Keyboard Test - 10 minutes. Related to learning outcome 2. (6%)*
4. *Written Test - 10 minutes. Related to learning outcome 1. (6%)*
5. *Aural Test - 10 minutes. Related to learning outcome 3. (6%)*
6. *Keyboard Test - 10 minutes. Related to learning outcome 2. (6%)*
7. *Take-home written assignment - One Page. Related to learning outcome 1. (6%)*
8. *Aural Test - 10 minutes. Related to learning outcome 3. (6%)*
9. *Take-home written assignment - One Page. Related to learning outcome 1. (6%)*
10. *Keyboard Test - 10 minutes. Related to learning outcome 2. (6%)*
11. *Take-home written assignment - One Page. Related to learning outcome 1. (6%)*
12. *Aural Test - 10 minutes. Related to learning outcome 3. (6%)*
13. *Final Written Test - One Hour. Related to learning outcome 1. (21%)*
14. *Final Keyboard Test - 10 minutes. Related to learning outcome 2. (7%)*

Assessment details for this offering

<i>Assessment name</i>	<i>Word length / duration</i>	<i>Learning outcome(s)</i>	<i>Due date</i>	<i>% of final grade</i>
A1 – Pitch & Rhythm Notation	10 Minutes	1	18 July	6%
A2 – Major keys & scales	10 Minutes	1	25 July	6%
A3 - Keyboard	10 Minutes	2	1 August	6%
A4 – Minor scales & intervals	10 Minutes	1	8 August	6%
A5 - Rhythmic dictation	10 Minutes	3	18 August	6%
A6 - Keyboard	10 Minutes	2	7 September	6%
A7 – Adding an answering phrase	One page	1	12 September	6%
A8 – Melodic dictation, intervals, metre, mode, cadences	10 Minutes	3	15 September	6%
A9 – Score-reading	One Page	1	26 September	6%
A10 - Keyboard	10 Minutes	2	3 October	6%
A11 – Rests & Writing 4pt Cadences	One Page	1	3 October	6%
A12 - AURAL Test	10 Minutes	3	6 October	6%
A13 - FINAL WRITTEN TEST	One Hour	1	13 October	21%
A14 - FINAL KEYBOARD TEST	Ten Minutes	2	13 October	7%

LATE PENALTIES

Assignments must be submitted by the due dates. In fairness to other students, unless a medical certificate is produced, assessment submitted after 5:00pm 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 an item of assessment, must apply to the course co-ordinator before the due date. Please note that NO extensions can be granted for tutorial assignments.

DEPOSIT AND COLLECTION OF ASSESSMENT

Assignments should be deposited in the box with your Tutor's name in the Lobby to Room 209. Marked assignments will be returned to the alphabetical shelves in the Lobby to Room 209.

SCALING OF GRADES

To obtain a fair distribution of marks relative to assignment difficulty, scaling may be employed on some or all assessment items, in accordance with guidelines set out in the VUW Assessment Handbook:

http://www.victoria.ac.nz/home/about_victoria/avcacademic/publications/assessment-handbook.pdf

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 work 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.

MANDATORY PAPER REQUIREMENTS

To gain a pass in this course each student must:

a) Complete each item of assessment specified for this course (subject to penalties for late submission of work).

b) Attend at least 80% of lectures and 80% of Keyboard Labs related to this course.

If, for health reasons, you are unable to complete all the work required for assessment purposes for this paper by 12 November, you may, on presentation of a medical certificate, have the date for submission extended by the Director, NZSM.

EXPECTED WORKLOAD

A 20-point second-trimester paper should require at least 200 hours work (including class time). This means that in term time, the midterm break and study week you should be prepared to spend on average 13 hours per week involved in activities such as attending classes, reading, listening to recommended recordings and preparing assignments.

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.

STUDENT REPRESENTATIVES

Student representatives for the NZSM are elected in the first week of the trimester, and their names and contact details will be available to VUWSA and/or MAWSA, the Course Co-ordinator and to each class.

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 Māori 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 read the NZSM website for the latest events listings, and keep time free to attend the weekly lunchtime concert on Friday at 12:10pm, along with other events as required. Students should sign up to the **Dawn Chorus**, the NZSM's events e-newsletter, by emailing events@nzsm.ac.nz with "subscribe dawn chorus" in the subject line.

Events & Marketing Co-ordinator: Stephen Gibbs
Phone: (04) 801 5799 ext 62119 **Email:** stephen.gibbs@nzsm.ac.nz
Website: <http://www.nzsm.ac.nz/events/>