



PAPER OUTLINE 2012

Paper Code & Title: CMPO 130 *Instrumentation*
Year: 2012 **Points:** 15
CRN: 18190 **Trimester:** 1 **Campus:** NZSM - VUW Kelburn
Prerequisites: *B+ or better in MUSC 160, or entrance test*
Corequisites: *None*
Restrictions: *CMPO 230, NZSM 205*

Key dates:

Teaching dates:	5 March–8 June 2012
Mid-trimester break:	6–22 April 2012
Study week:	11–15 June 2012
Exam/Assessment period:	15 June–4 July 2012

(where applicable) **NB:** *For courses with exams, students must be available to attend the exam at any time during this period.*

Final assessment due date: 18 June 2012
Withdrawal dates: 16 March 2012

You can withdraw from this course on or before this date, with full refund of the course fee, by completing an FHSS Change of Course form. After this date, a Fee Reconsideration will only be granted in exceptional circumstances. Information on withdrawals and refunds may be found at:
<http://www.victoria.ac.nz/home/admisenrol/payments/withdrawalsrefunds.aspx>
Note that both late withdrawal and course failure may affect your StudyLink eligibility. See below for more details.

Course Coordinator: Ken Young

Contact phone: 463 9797/
021 114 9923 **Email:** kenneth.young@nzsm.ac.nz

Office located at: 102, 94 Fairlie Terrace, Kelburn Campus
Office hours: Tuesday, Thursday, 1:00pm-3:00pm

Class times/rooms: Tuesday, Thursday, 9:00am–10:20am (MS301: Adam Concert Room)

PAPER PRESCRIPTION

An introduction to fundamental knowledge of common Western orchestral instruments, and notational issues specific to the study of composition and orchestration. Some knowledge of musical notation and music theory is required.

COURSE CONTENT & DELIVERY

This course comprises two 1.5-hour lectures per week. A separate timetable of lecture topics for the entire trimester will be issued at the first lecture. The first series of lectures will cover string instruments (violin, viola, cello and double bass). The second series will cover the woodwind family (flute, oboe, clarinet and bassoon) and their auxiliaries. This is followed by the brass (trumpet, horn, trombone and tuba), followed by the harp, timpani, and a discussion of the more commonly used percussion instruments.

See attached course syllabus for more information.

READINGS, MATERIALS & EQUIPMENT

Students are urged to invest in a good orchestration textbook. Although these are stocked at the Central Library, they are in high demand, and may not be always available. If you are serious about instrumentation, orchestration and/or composition, these texts will last a lifetime. We recommend you buy one of the following two texts (try amazon.com!):

Samuel Adler: *The Study of Orchestration*, 3rd edition. New York: W.W. Norton, 2002
Kent Kennan and Donald Grantham: *The Technique of Orchestration*, 6th edition. Upper Saddle River, New Jersey: Prentice Hall, 2002

Other texts of note:

Nikolai Rimsky-Korsakov: *Principles of Orchestration*. Dover Publications

Walter Piston: *Orchestration*.

Alfred Blatter: *Instrumentation and Orchestration*, 2nd edition. Schirmer Books

Hector Berlioz & Richard Strauss: *Treatise on Instrumentation*. Dover Publications

All undergraduate textbooks and student notes will be sold from the Memorial Theatre foyer from 13 February to 16 March, 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 of the trimester, 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 8am–6pm, Monday–Friday during term time (closing at 5pm in the holidays). Phone: 463 5515.

LEARNING OUTCOMES

Students who successfully complete this paper will:

1. Have achieved good musical and technical understanding of common orchestral and jazz instruments.
2. Be able to recall from memory to an acceptable level the ranges and registers of common orchestral and jazz instruments.
3. Demonstrate a strong understanding of idiomatic instrumental writing, following good notational practice.
4. Demonstrate awareness of specific performance problems in individual instruments.
5. Demonstrate understanding of common notational issues specific to individual instruments, as used in general composition and orchestration practice.

ASSESSMENT REQUIREMENTS

Approved assessment regime

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

There are 2 items of assessment:

- 1. A portfolio of minor assignments. Related to learning outcomes 1, 3-5. (50%)*
- 2. A suite of in-class tests. Related to learning outcomes 1, 2, 5. (50%)*

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>
Class Test 1 (strings)	75 minutes	1, 2, 5	27 March	12.5
Minor Assignment 1 (strings)	3–5 pages	1, 3–5	5 April	12.5
Class Test 2 (woodwind)	75 minutes	1, 2, 5	26 April	12.5
Minor Assignment 2 (woodwind)	3–5 pages	1, 3–5	1 May	12.5
Class Test 3 (brass)	75 minutes	1, 2, 5	22 May	12.5
Minor Assignment 3 (brass)	3–5 pages	1, 3–5	29 May	12.5
Class Test 4 (harp, timpani and percussion)	75 minutes	1, 2, 5	7 June	12.5
Minor Assignment 4 (harp, timpani and percussion)	3–5 pages	1, 3–5	18 June	12.5

PENALTIES

Assignments must be submitted by the due dates. In fairness to other students, unless a medical certificate is produced, assessment submitted 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 an item of assessment, must apply to the Course Coordinator *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 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

Each student must:

a) Complete each item of assessment worth at least 10% specified for this course (subject to penalties for late submission of work).

B) Attend at least 80% of lectures and 80% of tutorials (if relevant) related to this course.

If, for health reasons, you are unable to complete all the work required for assessment purposes for this paper by 4 July, you may, on presentation of a medical certificate, have the date for submission extended by the Director, NZSM.

DEPOSIT AND COLLECTION OF ASSESSMENT

Deposit and collection of written work

Assignments should be deposited in Ken Young's mailbox opposite Kelburn Reception. Marked assignments will be returned to the student pigeonholes outside Room MS209.

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

ACADEMIC PROGRESS, NON-ENGAGEMENT & STUDENT LOAN ELIGIBILITY

All NZSM students are bound by the VUW Academic Progress Statute. VUW manages the enrolment of students who are not making satisfactory academic progress by:

- restricting the number of courses that students may enrol in, and/or
- requiring students to meet certain conditions.

Students whose academic progress continues to be unsatisfactory may be suspended for a specified period. Students who return after suspension, and whose academic progress remains unsatisfactory, may be excluded from the University.

Any student who is enrolled in more than two courses in a trimester and achieves E grades in all courses will be considered "non-engaged". The University can suspend or exclude such students. For full details about restrictions and conditions refer to:

<http://www.victoria.ac.nz/home/study/academic-progress.aspx>

Also, please note that students will be required to pass at least half of their courses in order to continue to qualify for a student loan. For more information see:

<http://www.victoria.ac.nz/home/admisenrol/payments/performance-criteria.aspx>

EXPECTED WORKLOAD

A 15-point first-trimester paper should require at least 150 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 10 hours per week involved in activities such as attending classes, reading, listening to recommended recordings and preparing assignments.

COMMUNICATION OF ADDITIONAL INFORMATION

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 Course Coordinator 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 Coordinator 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 school'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 Pasifika Students, and support for Students with Disabilities, is to be found in the NZSM Student Handbook (available from the NZSM offices on each campus).

HUMAN ETHICS GUIDELINES

Any student assessment or project at any level that involves human subjects (including the documenting, interviewing and recording of information from people) must follow ethics guidelines. For courses in Music Therapy, students must follow Massey University Ethics guidelines. For all other courses, students must follow VUW Ethics Guidelines. For information and assistance as it relates to your course, consult first with your Course Coordinator. Guidelines are given at these URLs:

- <http://www.victoria.ac.nz/fgr/current-phd/ethics.aspx>
- <http://www.massey.ac.nz/massey/research/research-ethics/human-ethics/>

WHERE TO FIND MORE DETAILED INFORMATION

As Victoria University of Wellington is the Institute of Enrolment for the NZSM, further detailed information about dates, grades, enrolment procedures and qualification status can be found on their website:

- Student grades, academic profile, academic timetable, campus announcements, etc.:
 - my.vuw.ac.nz
- Key dates, explanations of grades, plagiarism:
 - www.victoria.ac.nz/home/study
- Monitoring of academic progress, and how enrolment can be restricted:
 - www.victoria.ac.nz/home/study/academic-progress.aspx
- Course withdrawal, degree planning, credit transfer and academic transcripts:
 - www.victoria.ac.nz/fhss/student-admin/faqs.aspx

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 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 Coordinator: Stephen Gibbs
Phone: (04) 801 5799 ext 62119 **Email:** stephen.gibbs@nzsm.ac.nz
Website: <http://www.nzsm.ac.nz/events/>