



## PAPER OUTLINE 2013

**Paper Code & Title:** **CMPO 283** *Intermediate Studies in Recording, Mixing and Audio Production*  
**Year:** 2013 **Points:** 15  
**CRN:** 19768 **Trimester:** 1 **Campus:** NZSM - VUW Kelburn  
**Prerequisites:** *One of CMPO 110, 180-184*  
**Corequisites:** *None*  
**Restrictions:** *CMPO 280, CMPO 284*

**Key dates:** Teaching dates: 4 March–7 June 2013  
 Easter break: 28 March–3 April 2013  
 Mid-trimester break: 22–28 April 2013  
 Study week: 10–14 June 2013  
 Exam/Assessment period: 14 June–3 July 2013  
*(where applicable)* **NB:** *For courses with exams, students must be available to attend the exam at any time during this period.*  
 Final item of assessment due: 17 June 2013  
 Withdrawal dates: 15 March 2013  
*You can withdraw from this course on or before this date, with full refund of the course fee, by completing an FHSS Course Add/Drop 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/witdrawalsrefunds>  
*Note that both late withdrawal and course failure may affect your StudyLink eligibility. See below for more details.*

**Course Coordinator:** Dugal McKinnon  
**Contact phone:** 463 6448 **Email:** [dugal.mckinnon@nzsm.ac.nz](mailto:dugal.mckinnon@nzsm.ac.nz)  
**Office located at:** Room MS207, Kelburn Campus  
**Office hours:** N/A

**Other staff member:** Thomas Voyce (main point of contact for this course)  
**Contact phone:** 463 5863 **Email:** [thomas.voyce@nzsm.ac.nz](mailto:thomas.voyce@nzsm.ac.nz)  
**Office located at:** Room MS303C, Kelburn Campus  
**Office hours:** Wednesday, 11:00am–12:00pm, or by appointment

**Class times & rooms:** Monday, 2:10pm–4:00pm (Room MS112)  
 Wednesday, 2:10pm–3:00pm (Room MS112)

**Workshop times & rooms:** N/A

**Tutorial times & rooms:** N/A

## PAPER PRESCRIPTION

*Development of intermediate skills and exploration of concepts in music technology, with a focus on approaches to recording, mixing and audio production. The paper will also develop critical perspectives on the sociocultural context of music technology.*

## **TEACHING LEARNING SUMMARY**

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This course comprises two lectures per week: a 1-hour 50-minute class, and a 50-minute class.

*See attached course syllabus for more information.*

## **EXPECTED WORKLOAD**

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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.

## READINGS, MATERIALS & EQUIPMENT

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### Recommended reading:

Below is a general overview of books which are both relevant to music technology *and* available at the VUW Central Library or one of Massey's libraries. Not all of these books are outstanding, and you are not required to consult every single one of them. However, I encourage you to use this list as a starting point for your own research. Those books that I *can* recommend specifically are highlighted in bold font. Further reading recommendations might be announced in class.

#### General overview:

- **Francis Rumsey and Tim McCormick, "Sound and Recording: An Introduction" (VUW Central Library: TK7881.4 R938 S; Massey Wellington and Turitea Libraries: 621.3893 Rum)**
- Michael Talbot-Smith, "Sound Engineering Explained" (VUW Central Library: TK7881.4 T141 A)
- John Watkinson, "The Art of Sound Reproduction" (Massey Turitea Library, level 3: 621.38932 Wat)
- Glenn D. White and Gary J. Louie, "The Audio Dictionary" (VUW Central Library: TK7881.4 W584 A)

#### Recording technique:

- **Christian Hugonnet and Pierre Walder, "Stereophonic Sound Recording: Theory and Practice" (VUW Central Library: TK7881.4 H896 T E)**
- John Borwick (ed.), "Sound Recording Practice" (VUW Central Library: TK 7881.4 S724)
- John Borwick, "Microphones: Technology and Technique" (Massey Turitea Library, level 3: 621.38284 Bor)
- David Miles Huber, "Modern Recording Techniques" (Massey Wellington Library, 5B music collection: 621.3893 Hub; also available at Massey as an electronic resource)
- David Miles Huber and Philip Williams, "Professional Microphone Techniques" (Massey Wellington Library: 621.38284 Hub)
- Bruce Bartlett, "Practical Recording Techniques" (Massey Wellington Library: 621.3893 Bar; VUW WJ Scott Education Library, main collection: 621.3893 BAR)
- Bruce Bartlett with Jenny Bartlett, "On-Location Recording Techniques" (Massey Wellington Library, 5B music collection: 621.38932 Bar)
- David Miles Huber, "Microphone Manual: Design and Application" (Massey Wellington Library: 621.384133 Hub)

#### Production technique:

- **Bob Katz, "Mastering Audio: The Art and the Science" (VUW Central Library: TK7881.4 K199 M)**
- Francis Rumsey, "Spatial Audio" (VUW Central Library: TK7881.8 R938 S)

#### Social and cultural context of music technology:

- **Jonathan Sterne, "The Audible Past: Cultural Origins of Sound Reproduction" (VUW Central Library: TK7881.4 S839 A)**
- David L. Morton Jr., "Sound Recording: The Life Story of a Technology" (VUW Central Library: TK7881.4 M889 S)

## LEARNING OBJECTIVES

Students who successfully complete this paper will be able to:

1. Demonstrate an intermediate understanding of the use of studio and/or field recording techniques
2. Demonstrate an intermediate understanding of digital signal processing and digital audio workstations
3. Demonstrate a critical awareness regarding the cultural context of music technology.

## ASSESSMENT REQUIREMENTS

### Approved assessment regime

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

*There are 4 items of assessment:*

1. *A portfolio of 5–8 small music technology assignments. Related to Learning Outcomes 1–3 (40%)*
2. *One in-class test. Related to Learning Outcomes 1–2 (15%)*
3. *Critical essay, max. 2000 words. Related to Learning Outcome 3 (15%)*
4. *Final recording/production project, 5–8 minutes, to be submitted in final exam period. Related to Learning Outcomes 1–2 (30%)*

### Assessment details for this offering

<i>Assessment name</i>	<i>Details</i>	<i>Word length / duration</i>	<i>Learning objective(s)</i>	<i>Due date</i>	<i>% of final grade</i>
Short Assignment 1	Review of a selected recording technique	in-class presentation (5 min max.) and write-up (300-500 words)	1	Presentations: 25 or 27 March. Write-up: 27 March, 9:00am	7%
Short Assignment 2	Recording exercise	1–2 min	1	8 April, 9:00am	8%
Short Assignment 3	Editing exercise	in-class presentation (5 min) and write-up (300-500 words)	2	Presentations: 15 or 17 April. Write-up: 17 April	7%
Short Assignment 4	Mixing and mastering exercise	n/a	2	13 May, 9:00am	10%
Short Assignment 5	Written assignment	max. 700 words	3	20 May, 9:00am	8%
Critical essay		max. 2000 words	3	27 May, 9:00am	15%
In-class test (closed-book)		45 min	1 & 2	29 May	15%
Final recording/production project		5–8 min	1 & 2	Proposal: 29 April. Final submission: 17 June, 9:00am	30%

## **PENALTIES**

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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 Coordinator *before* the due date. Please note that no extensions can be granted for tutorial assignments.

## **ASSIGNMENT PRESENTATION**

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**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/student-zone/student-guides>. Five percent (5%) will be deducted for written work that does not conform to these standards.

**Sonic Arts** work 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**

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Each student must:

- a) Submit the items of work 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.

If, for health reasons, you are unable to complete all the work required for assessment purposes for this paper by 3 July, you may, on presentation of a medical certificate, have the date for submission extended by the Director, NZSM.

## **DEPOSIT AND COLLECTION OF ASSESSMENT**

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*Assignments should be deposited in Thomas Voyce's pigeonhole opposite Kelburn Reception, or on Blackboard (each assignment will have specific submission details).  
Marked assignments will be returned to the student pigeonholes opposite Room MS209.*

## **SCALING OF GRADES**

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

## **ACADEMIC PROGRESS, NON-ENGAGEMENT & STUDENT LOAN ELIGIBILITY**

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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>

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/loansandallowances/performance-criteria>

## **COMMUNICATION OF ADDITIONAL INFORMATION**

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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**

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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. You can find out more information on Class Representatives on the VUWSA website (<http://www.vuwsa.org.nz>) or MaWSA website (<http://www.mawsa.org.nz>).

## **ACADEMIC INTEGRITY AND PLAGIARISM**

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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/student-zone/student-guides>

## GENERAL NZSM POLICIES AND STATUTES

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

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

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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>
- <http://www.massey.ac.nz/massey/research/research-ethics/human-ethics>

## WHERE TO FIND MORE DETAILED INFORMATION

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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](http://my.vuw.ac.nz)
- Key dates, explanations of grades, plagiarism:
  - [www.victoria.ac.nz/home/study](http://www.victoria.ac.nz/home/study)
- Monitoring of academic progress, and how enrolment can be restricted:
  - [www.victoria.ac.nz/home/study/academic-progress](http://www.victoria.ac.nz/home/study/academic-progress)
- Course withdrawal, degree planning, credit transfer and academic transcripts:
  - [www.victoria.ac.nz/fhss/student-admin/faqs](http://www.victoria.ac.nz/fhss/student-admin/faqs)

## EVENTS

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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](mailto:events@nzsm.ac.nz) with "subscribe dawn chorus" in the subject line.

**Events & Marketing Coordinator:** Stephen Gibbs

**Phone:** (04) 463 4766      **Email:** [stephen.gibbs@nzsm.ac.nz](mailto:stephen.gibbs@nzsm.ac.nz)

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