PAPER OUTLINE 2013

Paper Code & Title:	**CMPO 383** *Topic in Music Technology: Advanced Recording*
Trimester:	2 **Year:** 2013
CRN:	19926 **Campus:** NZSM - VUW Kelburn
Points:	20
Prerequisites:	*One of CMPO 211, 283-284*
Corequisites:	*None*
Restrictions:	*CMPO 384*

Important dates:	Trimester dates:	15 July–17 November 2013
	Teaching dates:	15 July–18 October 2013
	Mid-trimester break:	26 August–8 September 2013
	Study period:	21–25 October 2013
	Examination/Assessment period:	25 October–16 November 2013
	(where applicable)	*NB: For courses with exams, students must be available to attend the exam at any time during this period.*
	Last assessment item due:	4 November 2013
	Withdrawal date:	26 July 2013
		Refer to www.victoria.ac.nz/home/admisenrol/payments/withdrawalsrefunds If you cannot complete an assignment, or sit a test or examination (aegrotats), refer to www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat

Course Coordinator:	Dugal McKinnon
Contact phone:	463 6448 **Email:** *dugal.mckinnon@nzsm.ac.nz*
Office located at:	Room MS207, Kelburn Campus
Office hours:	Monday, 2:30pm–3:00pm; Wednesday, 2:30pm–3:00pm

Other staff member:	Matt Lambourn **Email:** *spin@paradise.net.nz*
Contact phone:	021 175 3917
Other staff member:	Mike Gibson **Email:** *mike@munki.co.nz*
Contact phone:	382 8892

Office(s) located at:	N/A

Tutor:	Thomas Voyce **Email:** *thomas_voyce@yahoo.com*
Office located at:	Room MS303C, Kelburn Campus

Class times & location:	Monday, 12:00pm–1:30pm (Room MS112: Sonic Arts Lab) Wednesday, 12:00pm–1:30pm (Room MS112: Sonic Arts Lab)
Workshop times & location:	Wednesday, 3:10pm–4:30pm (Room MS301: Adam Concert Room)

PRESCRIPTION

An exploration of advanced recording techniques, and associated post-production techniques for film sound, multi-microphone ensemble recording, and live concert recording. Technological considerations will be balanced by study of various aesthetic approaches to audio recording that enrich and extend the practice and its outcomes.

TEACHING FORMAT

This course comprises two 1.5-hour lectures per week. Lectures will include practical exercises, as well as class discussions and student presentations. Recording workshops and site visits to professional recording and production facilities are a vital component of the course (a limited number of these will replace lectures). Attendance at selected concerts and other events, both at and outside the NZSM, is strongly recommended (the class will be notified of such events during lectures and via Blackboard).

See attached course syllabus for more information.

WORKLOAD

A 20-point one-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.

READINGS, MATERIALS & EQUIPMENT

Set texts: There are no set texts for this course, but readings relevant to particular lecture topics, other than those recommended below, will be uploaded to Blackboard during the course.

Recommended reading:
Everest, F. (2001). *The Master Handbook of Acoustics.* New York: McGraw-Hill
Farnell, Andy (2010). *Designing Sound.* Cambridge, Mass: MIT Press.
Gibson, D. The Art of Mixing: A Visual Guide to Recording, Engineering, and Production (pp. 146-239) (Full Text available online at the Gale Virtual Reference Library – access through the VUW Central Library)
Katz, B. (2007). *Mastering Audio: The Art and the Science.* Boston: Focal Press
Rumsey, F. and McCormick, T. (2009). *Sound and Recording.* Oxford: Focal Press
Sonnenschein, David (2001). *Sound Design: The Expressive Power of Music, Voice, and Sound Effects in Cinema.* Studio City, CA: Michael Wiese Productions, 2001.
Viers, Ric (2008). *The Sound Effects Bible: How to Create and Record Hollywood Style Sound Effects.* Studio City, CA: Michael Wiese Productions.

Pro Tools 10 Reference Guide: http://avid.force.com/pkb/articles/en_US/User_Guide/en379111
Logic 9 Reference Guide: http://documentation.apple.com/en/logicpro/usermanual/

Materials and equipment:
Every student requires a computer to complete this paper. It is possible to complete assignments using the computers in the EMS and the Sonic Arts Lab, if you do not have your own computer. Student work may be stored on the EMS server. However, the NZSM is *not* responsible for backing up student work, and students are strongly advised to use a portable hard drive for transporting and backing up files.

PAPER LEARNING OBJECTIVES

Students who successfully complete this course will be able to:
1. independently conceive and complete an advanced recording/post-production project
2. demonstrate understanding and command of advanced audio recording/post-production techniques and their associated aesthetics
3. articulate critically and analytically their creative aims and techniques, and respond constructively to feedback on their work
4. articulate critically and analytically the relationship of their praxis to the creative context in which they are working.

ASSESSMENT

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

There are 5 items of assessment:
1. Portfolio of 3 minor assignments (2–3 minutes each). Related to learning outcome 2. (30%)
2. Critical analysis (1200 words max.) and presentation (10 minutes). Related to learning outcomes 2 & 4. (10%)
3. Project proposal (1200 words max.) and presentation (10 minutes). Related to learning outcomes 1, 3 & 4. (10%)
4. Recording/production project (7–10 minutes). Related to learning outcomes 1 & 2. (40%)
5. Project report (1200 words max.). Related to learning outcomes 3 & 4. (10%)

Assessment details for this offering

Assessment items and workload per item	*Word length / duration*	*Learning objective(s)*	*Due date*	*%*
Minor assignment 1	2–3 minutes	2	12:00pm (midday), Monday 5 August	10%
Minor assignment 2	2–3 minutes	2	12:00pm (midday), Monday 19 August	10%
Minor assignment 3	2–3 minutes	2	12:00pm (midday), Monday 9 September	10%
Project proposal and presentation	Project proposal 1200 words max., presentation 10 minutes	1, 3, 4	In-class, Monday 9 September or Wednesday 11 September, as scheduled by the Course Coordinator	10%
Critical analysis and presentation	Critical analysis 1200 words max., presentation 10 minutes	2, 4	In-class, Monday 30 September or Wednesday 2 October, as scheduled by the Course Coordinator	10%
Recording/production project	7–10 minutes	1, 2	12:00pm (midday), Tuesday 29 October	40%
Project report	1200 words max.	3, 4	12:00pm (midday), Monday 4 November	10%

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 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: *www.nzsm.ac.nz/student-zone/student-guides*. 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: *www.nzsm.ac.nz/student-zone/student-guides*. Five percent (5%) will be deducted for notated work that clearly 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

In addition to achieving an overall pass mark of 50%, students must:

a) complete each item of assessment worth at least 10% specified for this paper/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 paper/course
c) participate in all site visits related to this paper/course.

If, for health reasons, you are unable to complete all the work required for assessment purposes for this paper by 17 November, you may, on presentation of a medical certificate, have the date for submission extended by the Director, NZSM.

SUBMISSION AND RETURN OF WORK

Assignments should be deposited in Dugal McKinnon's staff box (NZSM, Kelburn) or submitted via Blackboard, as directed for each assignment.
Marked assignments will be returned to the student boxes outside Room MS209 (NZSM, Kelburn).

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:
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:
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:
www.victoria.ac.nz/home/admisenrol/payments/loansandallowances/performance-criteria

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.

CLASS REPRESENTATIVES

Class 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 (*www.vuwsa.org.nz*) or MaWSA website (*www.mawsa.org.nz*).

Students may like to write the Class Rep's name and details in this box:

> Class Rep name and contact details:

STUDENT FEEDBACK

Student feedback on University courses may be found at
www.cad.vuw.ac.nz/feedback/feedback_display.php

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: *www.nzsm.ac.nz/student-zone/student-guides*

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 *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 at *www.nzsm.ac.nz/student-zone/student-guides* or in hard copy 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:
- *https://intranet.victoria.ac.nz/research-office/policy-and-services/ethics.html*
- *www.massey.ac.nz/massey/research/research-ethics/human-ethics*

OTHER IMPORTANT INFORMATION

The information above is specific to this course. There is other important information that students must familiarise themselves with, including:
- Aegrotats: *www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat*
- Academic Progress (including restrictions and non-engagement): *www.victoria.ac.nz/home/study/academic-progress*
- Dates and deadlines: *www.victoria.ac.nz/home/study/dates*
- FHSS Student and Academic Services Office: *www.victoria.ac.nz/fhss/student-admin*
- Grades: *www.victoria.ac.nz/home/study/exams-and-assessments/grades*
- Resolving academic issues: *www.victoria.ac.nz/home/about/avcacademic/publications2#grievances*
- Special passes: *www.victoria.ac.nz/home/about/avcacademic/publications2#specialpass*
- Statutes and policies, including the Student Conduct Statute: *www.victoria.ac.nz/home/about/policy*
- Student support: *www.victoria.ac.nz/home/viclife/studentservice*
- Students with disabilities: *www.victoria.ac.nz/st_services/disability* OR *www.massey.ac.nz/massey/student-life/services-and-resources/disability-services/disability-services_home.cfm*
- Student Charter: *www.victoria.ac.nz/home/viclife/student-charter*
- Student Contract: *www.victoria.ac.nz/home/admisenrol/enrol/studentcontract*
- Turnitin: *www.cad.vuw.ac.nz/wiki/index.php/Turnitin*
- University structure: *www.victoria.ac.nz/home/about* OR *www.massey.ac.nz/massey/home.cfm*
- NZSM Student Handbook: *www.nzsm.ac.nz/student-zone/student-guides*
- Scholarships and prizes relevant to NZSM students: *www.nzsm.ac.nz/student-zone/scholarships-and-prizes*
- Your grades, academic profile, timetable, etc.: *my.vuw.ac.nz*

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) 463 4766   **Email**: *stephen.gibbs@nzsm.ac.nz*
Website: *www.nzsm.ac.nz/events*