



PAPER OUTLINE 2013

Paper Code & Title: NZSM 438 *Editing as Interpretation*
Trimester: 2 **Year:** 2013
CRN: 13798 **Campus:** NZSM - VUW Kelburn
Points: 30
Prerequisites: MUSC 167, MUSC 266 and one of MUSC 230-239 or Permission of Head of School
Corequisites: None
Restrictions: MUSC 342

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: (where applicable)	25 October–16 November 2013

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

Last assessment item due:	29 October 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: Greer Garden
Contact phone: (04) 463 5855 **Email:** greer.garden@nzsm.ac.nz
Office located at: Room 104, 92 Fairlie Terrace, Kelburn campus
Office hours: Monday 3:00–4:00pm and Thursday 12:00–1:00pm or by appointment

Class times & locations: Monday, 1:40pm–3:00pm (Room MS209)
Thursday, 10:30am–11:50am (Room MS209)

PRESCRIPTION

Advanced practical studies in early music notation and the critical editing of music. Co-taught with MUSC 342.

TEACHING FORMAT

This course comprises two 1.5-hour lectures per week.

See attached course syllabus for more information.

WORKLOAD

A 30-point one-trimester paper should require at least 300 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 20 hours per week involved in activities such as attending classes, reading, listening to recommended recordings and preparing assignments.

READINGS, MATERIALS & EQUIPMENT

Set texts:

Students are expected to purchase the following texts:

[Class Anthology] *MUSC 342/NZSM 438 Editing as Interpretation Notes*

For further reading, see the attached course syllabus.

All textbooks and student notes will be sold from vicbooks' new store, Ground Floor Easterfield 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

PAPER LEARNING OBJECTIVES

Students who have successfully completed this paper will be able to:

1. be familiar with the notational conventions employed in music of the 16th to 18th centuries
2. be familiar with the methodology of critically editing music from these periods
3. be able to prepare an edition of music with critical apparatus, and a foreword presenting the source(s), composer, genre, and performance issues appropriate to the genre(s) selected.

ASSESSMENT

Approved assessment regime

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

There are 3 items of assessment:

1. Portfolio of 5 short exercises. Related to learning outcomes 1 and 2. (50%).
2. Edition proposal, with annotated bibliography. Related to learning outcomes 2 and 3. (15%).
3. Preparation of a musical edition with introduction and critical commentary, to be presented in both seminar form and in written form. Related to learning outcomes 2 and 3. (35%).

Assessment details for this offering

<i>Assessment items and workload per item</i>	<i>Word length / duration</i>	<i>Learning objective(s)</i>	<i>Due date</i>	<i>%</i>
Portfolio of 5 short exercises	Max 1,000 words each or equivalent	1 - 2	25 July, 1 August, 8 August, 15 August, 22 August	50%
Edition proposal, with annotated bibliography	Max 1,000 words	2 - 3	26 September	15%
Preparation of a musical edition with introduction and critical commentary, to be presented in both seminar form and in written form	Written portion max 2,000 words	2 - 3	Seminar: (10, 14 or 17 October) Written: 29 October	35%

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 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.

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 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
- c) attend at least two Music Forum seminar presentations in the term the course is taught.

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

DEPOSIT OF ASSIGNMENTS:

Assessment items 1a-e:

Please deposit in hard copy in Greer Garden's mailbox (in main NZSM foyer, Kelburn).

Assessment item 2:

Please email to Greer Garden.

Assessment item 3:

Please deposit in hard copy in Greer Garden's mailbox.

RETURN OF MARKED ASSIGNMENTS:

Your marked work will be scanned and emailed to you. Each hard copy will be returned to you in the pigeonholes outside Room 209 after everyone's work for each assignment has been received, marked, and returned to you via scan.

NB: This course is moderated, so all students are requested to retain all marked assessment items in the event that they are required at the end of the course.

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/avcadademic/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/student-service
- 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.

Music Forum will take place every Friday from 3:10pm-4:30pm. It will normally take place in the ACR, Kelburn Campus, but will take place on selected Fridays at Mt Cook, location to be announced.

Events & Marketing Coordinator: Stephen Gibbs

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

Website: www.nzsm.ac.nz/events