



## **MATERIALS**

### *Recommended Reading:*

- Baker, David. (1988) *David Baker's Arranging and Composing for the Small Ensemble: Jazz, R & B and Rock*. New York: Alfred Publishing Ltd.
- Charlton, Andrew. (1982) *Jazz and Commercial Arranging Vol 1*.
- Charlton, Andrew. (1982) *Jazz and Commercial Arranging: Accompaniment and Harmony Vol 2*.
- Dobbins, Bill. (1986) *Jazz Arranging and Composing*. Frankfurt: Advance Music
- Garcia, Russ (1965) *The Professional Arranger Composer*. Hollywood, CA. Criterion Music
- Goldstein, Gil. (1996) *The Jazz Composers Companion*. Frankfurt: Advance Music
- Grove, Dick. (1985) *Arranging Concepts Complete*. Van Nuys, CA Alfred Publishing Company
- Mingus, Sue (ed.) (1993) *Mingus: More Than A Real Book*. New York:Jazz Workshop
- Rinzler, Paul. (1989) *Jazz Arranging and Performance: A Guide for Small Ensembles*. Pennsylvania,Scarecrow Press
- Sturm, Fred. (1995)*Changes Over Time*. Frankfurt: Advance Music
- Wright Rayburn. (1977) *Inside the Score*. Frankfurt: Advance Music

## **ASSESSMENT REQUIREMENTS**

Assessment will be based on written assignments throughout the year (80%) and mid-year/final exams (10% each). Written assignments in first semester will focus on basic fundamentals of composing/arranging/transcribing, and in second semester will develop these skills into full scale compositions or arrangements.

Dates and times for the final tests and recitals will be posted three weeks prior to the examination period.

### Deadlines for written work

Written work must be handed in by the due dates. In fairness to other students, unless a medical certificate is produced, work handed in 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 the essay, must apply to the paper co-ordinator before the due date. Please note that no extensions can be granted for tutorial assignments.

### Dates assignments are due/ dates of in-class tests

These will be distributed to students in class on the first day of each trimester.

### Bibliographic Style:

Assignments must be presented according to the guidelines set down in the *NZSM Handbook 2007*. A fuller version entitled *NZSM Guidelines for Academic Work*, can be downloaded as a pdf file from the NZSM Website [http://www.nzsm.ac.nz/Study/Programmes of Study](http://www.nzsm.ac.nz/Study/Programmes%20of%20Study) page. Five percent (5%) will be deducted for written work that does not conform.

## **MANDATORY PAPER REQUIREMENTS**

Attending at least 80% of classes is a mandatory requirement for this paper

A roll will be kept. If for health reasons you are unable to complete all the work required for assessment purposes by give date you may, on presentation of a medical certificate, have the date for submission extended by the Director of the New Zealand School of Music.

## **GENERAL NZSM POLICIES AND STATUTES**

Students should familiarise themselves with the NZSM's policies and statutes, especially those regarding Personal Courses of Study, Academic Integrity and Plagiarism, Academic Grievances, and Student Conduct. Please see Statutes and Policies on the NZSM website ([http://www.nzsm.ac.nz/About/Statutes and Policies](http://www.nzsm.ac.nz/About/Statutes%20and%20Policies)).

Information about Student Services, including Academic Mentoring for Maori and Pacific Students, and support for Students with Disabilities, is to be found in the *NZSM Student Handbook 2007* (available from the NZSM offices on each campus).

## **COMMUNICATION OF ADDITIONAL INFORMATION, OR INFORMATION ON CHANGES**

Official notices issued after the paper has commenced will be posted on the board outside the NZSM office on the Mt Cook campus. Notices concerning a number of papers will also be posted on Blackboard. The Paper Co-ordinator will specify if Blackboard will be used.

### **Events**

Regular events are held during trimesters one and two at both the Kelburn and Mt Cook 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 obtain a copy of the current event brochure (published twice yearly) and keep time free to attend the weekly lunchtime concert on Friday at 1.10pm, along with other events as required.

Event manager Debbie Rawnsley. Phone: (04) 463-6050 Email: [debbie.rawnsley@nzsm.ac.nz](mailto:debbie.rawnsley@nzsm.ac.nz)  
website: <http://www.nzsm.ac.nz/events/>