



NEW ZEALAND  
SCHOOL OF MUSIC



## PAPER OUTLINE 2014

**Paper Code & Title:** CMPO 383 *Topic in Music Technology: Music Recording and Production*  
**Trimester:** 2                      **Year:** 2014  
**CRN:** 19926                      **Campus:** NZSM - VUW Kelburn  
**Points:** 20  
**Prerequisites:** *One of CMPO 211, 280–284*  
**Corequisites:** *None*  
**Restrictions:** *CMPO 384*

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**Important dates:**      Trimester dates:      14 July–16 November 2014  
                                 Teaching dates:      14 July–17 October 2014  
                                 Mid-trimester break:      25 August–7 September 2014

                                 Last assessment item due:      7 November 2014  
                                 Study week:      20–24 October 2014  
Examination/Assessment Period:      24 October–15 November 2014  
                                 *(where applicable)*      *NB: For courses with exams, students must be available to attend the exam at any time during this period.*

                                 Withdrawal date:      25 July 2014  
                                 Refer to [www.victoria.ac.nz/students/study/withdrawals-refunds](http://www.victoria.ac.nz/students/study/withdrawals-refunds)  
                                 *If you cannot complete an assignment, or sit a test or examination, refer to*  
                                 [www.victoria.ac.nz/students/study/exams/aegrotats](http://www.victoria.ac.nz/students/study/exams/aegrotats)

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**Class times & location:**      Monday, 9:00am–11:50am (Room MS205: EMS1 )  
**Workshop times & location:**      Wednesday, 3:10pm–4:30pm (Room MS301: Adam Concert Room)

## NAMES AND CONTACT DETAILS

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**Course Coordinator:**      Michael Norris  
**Contact phone:**      463 7456                      **Email:** *michael.norris@nzsm.ac.nz*  
**Office located at:**      Room 105, 92 Fairlie Terrace, Kelburn Campus  
**Office hours:**      Wednesday, 12:00pm–2:00pm (general study-related questions)

**Other staff members:**      Mike Gibson  
**Contact phone:**      021 382 889                      **Email:** *mike@munki.co.nz*  
**Office located at:**      Room MS207, Music Block, Kelburn Campus  
**Office hours:**      Monday, 12:00pm–1:00pm (course-related questions)  
**Tutor:**      Thomas Voyce                      **Email:** *thomas\_voyce@yahoo.com*

**Programme Administrator:**      Fiona Steedman                      **Email:** *fiona.steedman@nzsm.ac.nz*

## 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.

## **PRESCRIPTION**

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*Exploration of an area of learning specific to the research interests and activity of an academic staff member, applicable to music technology. 2014 Offering: An exploration of recording and audio post-production techniques for musical contexts, including live concert and studio recording. Technological considerations will be balanced with study of various aesthetic approaches to audio recording that enrich and extend the practice and its outcomes. Co-taught with NZSM 483.*

## **PAPER LEARNING OUTCOMES**

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Students who successfully complete this course will be able to:

1. independently conceive and complete an advanced recording and/or post-production project
2. demonstrate understanding and command of advanced audio recording and/or post-production techniques and their associated aesthetics
3. articulate reflexively their aims and techniques to their supervisor and/or peers, and respond constructively to feedback on their work
4. articulate critically the relationship of their praxis to the creative context in which they are working.

These learning outcomes contribute to the NZSM Graduate Attributes. For a full list, please see [www.nzsm.ac.nz/study-here/graduate-attributes](http://www.nzsm.ac.nz/study-here/graduate-attributes)

## **TEACHING FORMAT**

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This course comprises one 3-hour lecture per week. Lectures will include practical exercises, as well as class discussions and student presentations. Recording sessions/workshops and site visits to professional recording and production facilities are a vital component of the course. 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.*

## **MANDATORY PAPER REQUIREMENTS**

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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.

## **WORKLOAD**

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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.

Workload breakdown (approximate):

Class time, 36 hours

Reading, 12 hours

Listening, 12 hours

Completing assignments, 140 hours

## ASSESSMENT

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### 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 (1,200 words maximum) and presentation (10 minutes). Related to learning outcomes 2 & 4. (10%)*
- 3. Project proposal (1,200 words maximum) 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 (1,200 words maximum). Related to learning outcomes 3 & 4. (10%)*

### Assessment details for this offering

<i>Assessment items</i>	<i>Word length / duration</i>	<i>Learning outcome(s)</i>	<i>Due date</i>	<i>%</i>
<i>Minor assignment 1: Acoustic Ensemble Recording</i>	2–3 minutes	2	4 Aug 2014	10%
<i>Minor assignment 2: Multiple Instrument Recording in a Studio Context</i>	2–3 minutes	2	22 Aug 2014	10%
<i>Minor assignment 3: Advanced Mixing</i>	2–3 minutes	2	12 Sept 2014	10%
<i>Project proposal and presentation</i>	1,200 words (maximum); Presentation 10 minutes	1, 3, 4	In-class, 15 Sept 2014, as scheduled by lecturer	10%
<i>Critical analysis and presentation</i>	1,200 words (maximum); Presentation 10 minutes	2, 4	In-class, 29 Sept 2014, as scheduled by lecturer	10%
<i>Recording/production Project</i>	7–10 minutes	1, 2	3 Nov 2014	40%
<i>Recording/production Project Report</i>	1,200 words (maximum)	3, 4	7 Nov 2014	10%

## SUBMISSION AND RETURN OF WORK

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*Assignments should be deposited in Mike Gibson's mailbox, opposite NZSM Kelburn Reception. Marked assignments will be returned to the student pigeonholes opposite Room MS209. Assignments will normally be marked and returned as soon as possible, within three weeks of the date of submission.*

## EXTENSIONS AND 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 **NZSM Guidelines for Academic Work**, which can be downloaded from [www.nzsm.ac.nz/student-zone/student-guides](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.

**Notated work** must be presented according to the **NZSM Composition and Orchestration Style Guide**, available from [www.nzsm.ac.nz/student-zone/student-guides](http://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.

## 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 2014: [www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf](http://www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf)

## MATERIALS AND EQUIPMENT AND/OR ADDITIONAL EXPENSES

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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.

## SET TEXTS

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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

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Everest, F. (2001). *The Master Handbook of Acoustics*. New York: McGraw-Hill  
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  
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)

Pro Tools 10 Reference Guide: [http://avid.force.com/pkb/articles/en\\_US/User\\_Guide/en379111](http://avid.force.com/pkb/articles/en_US/User_Guide/en379111)

Logic 9 Reference Guide: <http://documentation.apple.com/en/logicpro/usermanual/>

## **CLASS REPRESENTATIVE**

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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](http://www.vuwsa.org.nz)) or MaWSA website ([www.mawsa.org.nz](http://www.mawsa.org.nz)).

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

## **STUDENT FEEDBACK**

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Enhancements made to this course, based on the feedback of previous students, will be covered during the course.

Student feedback on University courses may be found at [www.cad.vuw.ac.nz/feedback/feedback\\_display.php](http://www.cad.vuw.ac.nz/feedback/feedback_display.php)

## **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:

- [www.victoria.ac.nz/research/support/research-office/ethics-approval/human-ethics](http://www.victoria.ac.nz/research/support/research-office/ethics-approval/human-ethics)
- [www.massey.ac.nz/massey/research/research-ethics/human-ethics](http://www.massey.ac.nz/massey/research/research-ethics/human-ethics)

## OTHER IMPORTANT INFORMATION

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The information above is specific to this course. There is other important information that students must familiarise themselves with, including:

- **Academic Integrity and Plagiarism:** [www.victoria.ac.nz/students/study/exams/integrity-plagiarism](http://www.victoria.ac.nz/students/study/exams/integrity-plagiarism). Find out more about plagiarism, how to avoid it, and penalties on the NZSM website: [www.nzsm.ac.nz/student-zone/student-guides](http://www.nzsm.ac.nz/student-zone/student-guides)
- **Aegrotats:** [www.victoria.ac.nz/students/study/exams/aegrotats](http://www.victoria.ac.nz/students/study/exams/aegrotats)
- **Academic Progress** (including restrictions and non-engagement): [www.victoria.ac.nz/students/study/progress/academic-progress](http://www.victoria.ac.nz/students/study/progress/academic-progress)
- **Dates and deadlines:** [www.victoria.ac.nz/students/study/dates](http://www.victoria.ac.nz/students/study/dates)
- **FHSS Student and Academic Services Office:** [www.victoria.ac.nz/fhss/student-admin](http://www.victoria.ac.nz/fhss/student-admin)
- **Grades:** [www.victoria.ac.nz/students/study/progress/grades](http://www.victoria.ac.nz/students/study/progress/grades)
- **Resolving academic issues:** [www.victoria.ac.nz/about/governance/dvc-academic/publications](http://www.victoria.ac.nz/about/governance/dvc-academic/publications)
- **Special passes:** [www.victoria.ac.nz/about/governance/dvc-academic/publications](http://www.victoria.ac.nz/about/governance/dvc-academic/publications)
- **Statutes and policies, including the Student Conduct Statute:** [www.victoria.ac.nz/about/governance/strategy](http://www.victoria.ac.nz/about/governance/strategy)
- **Student support:** [www.victoria.ac.nz/students/support](http://www.victoria.ac.nz/students/support)
- **Students with disabilities:** [www.victoria.ac.nz/st\\_services/disability](http://www.victoria.ac.nz/st_services/disability) OR [www.massey.ac.nz/massey/student-life/services-and-resources/disability-services/disability-services\\_home.cfm](http://www.massey.ac.nz/massey/student-life/services-and-resources/disability-services/disability-services_home.cfm)
- **Student Charter:** [www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-charter](http://www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-charter)
- **Student Contract:** [www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract](http://www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract)
- **Subject Librarians:** [library.victoria.ac.nz/library-v2/find-your-subject-librarian](http://library.victoria.ac.nz/library-v2/find-your-subject-librarian) AND [www.massey.ac.nz/massey/research/library/about-us/addresses-and-staff/sections/information-research-services.cfm](http://www.massey.ac.nz/massey/research/library/about-us/addresses-and-staff/sections/information-research-services.cfm)
- **Turnitin:** [www.cad.vuw.ac.nz/wiki/index.php/Turnitin](http://www.cad.vuw.ac.nz/wiki/index.php/Turnitin)
- **University structure:** [www.victoria.ac.nz/about/governance/structure](http://www.victoria.ac.nz/about/governance/structure) OR [www.massey.ac.nz/massey/home.cfm](http://www.massey.ac.nz/massey/home.cfm)
- **NZSM Student Handbook:** [www.nzsm.ac.nz/student-zone/student-guides](http://www.nzsm.ac.nz/student-zone/student-guides)
- **Scholarships and prizes relevant to NZSM students:** [www.nzsm.ac.nz/student-zone/scholarships-and-prizes](http://www.nzsm.ac.nz/student-zone/scholarships-and-prizes)
- **Your grades, academic profile, timetable, etc.:** [my.vuw.ac.nz](http://my.vuw.ac.nz)

## 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, Staff and Student Conduct. Please see [www.nzsm.ac.nz/student-zone/student-guides](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 at [www.nzsm.ac.nz/student-zone/student-guides](http://www.nzsm.ac.nz/student-zone/student-guides) or in hard copy from the NZSM offices on each campus).

## 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:** [www.nzsm.ac.nz/events](http://www.nzsm.ac.nz/events)