PAPER OUTLINE 2014

Paper Code & Title:	**NZSM 401** *Project in Composition/Sonic Arts 1*
Trimester:	FY **Year:** 2014
CRN:	13763 **Campus:** NZSM – VUW Kelburn
Points:	30
Prerequisites:	*Portfolio*
Corequisites:	*None*
Restrictions:	*None*

Important dates:	Trimester dates:	3 March–15 November 2014
	Teaching dates:	3 March–6 June 2014 (Trimester 1)
		14 July–17 October 2014 (Trimester 2)
	Mid-trimester breaks:	18 April–4 May 2014 (Trimester 1)
		25 August–7 September 2014 (Trimester 2)
	Mid-year break:	3–13 July 2014
	Last assessment item due:	14 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:	14 March 2014
		Refer to 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

Class times & locations:	To be arranged with project supervisor
Workshop times & locations:	Wednesday, 3:10pm–4:30pm (Adam Concert Room, Kelburn Campus)

NAMES AND CONTACT DETAILS

Course Coordinator:	Dugal McKinnon		
Contact phone:	463 6448	**Email:**	*dugal.mckinnon@nzsm.ac.nz*
Office located at:	Room MS207, Kelburn Campus		
Office hours:	Tuesday & Thursday, 12:10pm–1:00pm		

Other staff member(s):	TBA		
Programme Administrator:	Fiona Steedman	**Email:**	*fiona.steedman@nzsm.ac.nz*

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.

PRESCRIPTION

Supervised independent study in composition or sonic arts, resulting in a portfolio of compositions and/or sound-based works. A proposal outlining the intended work for this paper must be approved by the Director, NZSM, prior to the enrolment deadline. Course Coordinator: Dugal McKinnon. Email: dugal.mckinnon@nzsm.ac.nz.

PAPER LEARNING OUTCOMES

A student completing this paper will have:
1. completed an approved portfolio of compositions and/or sound-based works that evidences an individual creative voice and clear technical command in the chosen medium
2. demonstrated the consolidation of creative abilities garnered at undergraduate level, and advancement upon these through the completion of the portfolio
3. proven their ability to propose, produce and critically comment upon an independent, self-directed project.

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

TEACHING FORMAT

This course is taught as individual lessons with a nominated supervisor or supervisors.

See attached course syllabus for more information.

MANDATORY PAPER REQUIREMENTS

In addition to achieving an overall pass mark of 50%:
 a) students enrolled in this paper on the Kelburn Campus must attend at least 9 of the Composer Workshops held during every term of enrolment in this paper
 b) students enrolled in this paper on the Mt Cook Campus must attend at least 2 of the Composer Workshops held during every term of enrolment in this paper
 c) students submitting works in a jazz idiom must present a recital of these works to the satisfaction of the supervisor.

If, for health reasons, you are unable to complete all the work required for assessment purposes for this paper by 2 July, you may, on presentation of a medical certificate, have the date for submission extended by the Director, NZSM.

WORKLOAD

A 30-point full-year 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, 10 hours per week involved in activities such as attending classes, reading, listening to recommended recordings and preparing assignments.

ASSESSMENT

Approved assessment regime
The following assessment regime for this paper has been approved by the NZSM Academic Committee:
 There is 1 item of assessment:
 Portfolio of compositions and/or sound-based works, of a scope approved by the supervisor.
 Related to learning outcomes 1–3. (100%)

Assessment details for this offering
Students should propose a portfolio of works in the first two weeks of meeting with your supervisor. Your supervisor will suggest any amendments, and approve the scope of the projects. See the syllabus for more information on your proposal document. Portfolios are due by 14 November 2014.

Assessment items and workload per item	Word length / duration	Learning outcome(s)	Due date	%
Portfolio of compositions and/or sound-based works	Scope approved by supervisor	1–3	14 November 2014	100

SUBMISSION AND RETURN OF WORK

ONE copy of the portfolio should be submitted to the NZSM Reception (Kelburn Campus) by 5:00pm on the submission day stipulated above.
Marked portfolios will be returned to the office on your home campus following grade entry.

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.

EXTENSIONS AND 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 **NZSM Guidelines for Academic Work**, which can be downloaded from *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*. 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

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*

MATERIALS AND EQUIPMENT

Supervisors may recommend readings or materials as required.

SET TEXTS

There are no set texts for this course.

RECOMMENDED READING

Supervisors may recommend readings as required.

CLASS REPRESENTATIVE

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:

STUDENT FEEDBACK

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

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:

- *www.victoria.ac.nz/documents/policy/research-policy/human-ethics-policy.pdf*
- *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:

- **Academic Integrity and Plagiarism**: *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*
- **Aegrotats**: *www.victoria.ac.nz/students/study/exams/aegrotats*
- **Academic Progress** (including restrictions and non-engagement): *www.victoria.ac.nz/students/study/progress/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/students/study/progress/grades*
- **Resolving academic issues**: *www.victoria.ac.nz/about/governance/dvc-academic/documents/grievances.pdf*
- **Special passes**: www.victoria.ac.nz/about/governance/dvc-academic/publications
- **Statutes and policies, including the Student Conduct Statute**: *www.victoria.ac.nz/about/governance/strategy/academic-policies*
- **Student support**: *www.victoria.ac.nz/students/support*
- **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/study/apply-enrol/terms-conditions/student-charter*
- **Student Contract**: *www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract*
- **Subject Librarians**: *library.victoria.ac.nz/library/resources/subjectcontacts.html* AND *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*
- **University structure**: *www.victoria.ac.nz/about/governance/structure* 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*

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).

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.

Music Forum will take place every Friday from 3:10pm–4:30pm. It will normally take place in the Adam Concert Room, Kelburn Campus.

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*