



OTUMOETAI COLLEGE

Music Department

**National Certificate in
Educational Achievement**

**Level 3
(13 MUSC/13 MUMM)**

Course Statement

2011

MUSIC DEPARTMENT TEACHERS FOR 2011

Teaching Staff

Mrs V Jeffares Head of Department

Mr M Bodman

Mr K MacNamara

Admin Staff

Mrs L Johnston Itinerant Lessons/Arts Coordinator

Itinerant Teachers

Mr R Barlow Drums/Bass Teacher

Mrs L Gardiner String Teacher

Mr W Mortensen Guitar/Bass Teacher

Mr J Moyle Drums/Percussion Teacher

Mrs D Prince Woodwind Teacher

Mr R Stevenson Vocal Teacher

Mr C Williamson Guitar Teacher

Mr R Wilson Brass Teacher

INTRODUCTION

Welcome to National Certificate in Educational Achievement (Level 3) Music Class. We hope you will find the course stimulating and challenging. The course is a well balanced course and its main aim is to develop you as a musician.

This booklet gives a brief overview of the content, structure, expectations and some of the assessment criteria of the course.

For 2011, the course is based on the NCEA Making Music and Music Studies (Level 3) prescription set by the Ministry of Education, and is assessed both internally and externally with written and aural examinations at the end of the year. This follows two examinations during the year, as well as a number of internally assessed standards. These include performances, compositions and written standards. You need to be clear about content, expectations and assessment details if this year is to be a successful one for you.

It is vital that you are currently enrolled in instrumental or vocal lessons to give your playing focus and development. If you do not have an instrumental/vocal teacher please discuss this with your music teacher and we will endeavour to help you find one. Secondly it is strongly advised that you participate in the groups available at school as this gives you an opportunity for performance, is a compulsory practice session and there are some cool people involved in these groups.

Finally if you are concerned about any aspects of this course please discuss them with your teacher.

Best wishes for a successful year in Music at this level.

GENERAL AIMS

This course is designed to:

1. Develop an ability to work individually and collaboratively exploring the potential of sound for creating, interpreting and representing musical ideas.
2. Develop literacy's in music.
3. Develop your personal expression and confidence in creating and performing music.
4. Develop a sense of context for music genre and specific works.
5. Prepare you in necessary skills for both internal standards and an external examination.

STUDENT OBJECTIVES

This course is guided by and reflects the New Zealand Curriculum.

As a result, students should be able to:

- Develop their key competencies
- Engage with music and enjoy creating (developing ideas), communicating and interpreting differing musical genre;
- Develop an understanding of heritage and the purpose for music in a community;
- Work independently and collaboratively on musical projects.

To achieve these objectives, students will:

- Apply an understanding of the elements of music including the conventions of notating the language of music;
- Prepare, rehearse and perform pieces of music using a range of performance skills and techniques;
- Develop an ability to create structured musical compositions;
- Respond personally to and think critically about a range of musical styles and genre;
- Develop the key competencies so they live, learn, work and contribute as active members of their communities.

THE MUSIC CURRICULUM

The Music Curriculum is the statement of what has to be covered by Music teachers throughout the country and is the basis for this school's Year Nine – 13 Music programmes. The curriculum aims to teach and enrich skills in four main areas of music – Contexts, Elements, Creating and Performing.

- Contexts** - Purposes of Music in a society
- Elements** - Aural and Theory
- Creating**- Composing and Arranging
- Performing** - Group and Solo Performance

MINIMUM REQUIREMENTS FOR COURSE COMPLETION

1. All set work is to be completed on time unless:
 - (a) An exemption or extension has been formally granted by your Music teacher in consultation with the Head of Department.
 - (b) You are legitimately absent.Otherwise work handed in late for assessment will not be accepted for marking.
2. In exceptional circumstances it is your responsibility to ask for an exemption or extension of a deadline. Negotiation with your teacher must be carried out *before* the deadline, otherwise work will not be considered. An explanatory letter may be required from your parents or caregivers setting out the reasons for the request for an extension. Where an extension has been granted by the teacher in consultation with the Head of Department prior to the deadline, no penalty will be imposed on the students.
3. You must attend all classes in Music, unless you are legitimately absent from school. If you fail to attend class without acceptable reason, you will be formally warned by your teacher. Wilful absence will incur the following:
 - normal school punishments,
 - the requirement to catch up with the work.
4. You are expected to present yourself for class with your work prepared and ready to take a full, constructive and active part in the lesson.

EXPECTATIONS IN THE MUSIC CLASSROOM

This year the teaching staff have decided to teach some Achievement Standards in their Year Level grouping and others will be taught as multilevel standards. A combination of standards will be taught in each music year 13 Music Course. However Music Studies will focus on the Compare and Contrast Standards and the Research. 13 Making Music will include Composition and Arranging. Both courses will allow for Group and Solo Performance. This allows for greater flexibility in class ability groupings and allows staff to teach to their particular strengths. However the class expectations remain the same whether in ability or chronological groups.

IN Music ...

- we are courteous to each other;
- prompt to class, ready to begin work at the start of the lesson;
- we have the necessary equipment;
- we meet all deadlines or negotiate extensions;
- we complete all homework;
- we are responsible for keeping full and up-to-date notes;
- we treat all instruments with care;
- we are responsible for learning our parts for any group/solo performances.

EXPECTATIONS FOR PERFORMANCES'

1. **Music** ~ a copy of all sheet music must be handed in one month prior to the performance assessment. You may include extra music if you are unsure of final performance pieces (repertoire). Remember to discuss your programme with your teacher to ensure your programme meets the requirements of the Achievement Standard.
2. **Equipment** ~ all performing gear is your responsibility and must be sourced and in working order prior to your performance. The College has limited gear available but you are using it you must make sure it is at the performing venue at your performance time. Remember if you are using backing tracks a sound technician needs to be present. Please discuss this with your teacher.
3. **Assessment Times** ~ you are choosing the exact time of your performance and therefore must be ready and warmed up for the time chosen. There are sometimes unavoidable delays and therefore a time may be rescheduled at a time mutually convenient for the assessors and performers. **DO NOT BE LATE.** The timetable for performance times will be posted in A1 on the whiteboard a week prior to performance dates. NB Students with outside accompanists have first priority and then Year 13 students. Remember to book appropriate time slots – year 11 usually one slot – 10 minutes.
4. **Videoing** ~ all performances are videoed for moderation purposes. These are stored on a computer in the department and maybe viewed by students if necessary as a form of feedback.

ITINERANT LESSONS

The College offers itinerant lessons (Instrumental/Vocal lessons) to students and tuition in a range of instruments is available.

Lesson Places are given firstly to NCEA Students sitting Solo Performance. In most cases these are group lessons and take place during the school day in the Music Department and last 30 minutes. Please see Mrs Johnston to discuss this matter further.

EXPECTATIONS FOR COMPOSITIONS/ARRANGEMENTS

1. **Written Copy** ~ all copies must be handed in on the due date. These must be in the form of a paper copy and an electronic copy saved to your u-drive AND to your teachers file. Your work is only 'handed in' when both these steps are completed.
2. **Sound file** ~ an aural copy will be necessary if you are not using Sibelius or Guitar Pro to write your composition. In this case using 'Garage Band' as a method of recording and an MP3 copy of the recording to your teacher will be necessary.
3. **Storage**~ all compositions will be stored on CDs for moderations purposes.
4. **Composing/Arrangements** ~ teachers need to see evidence of compositions in progress. Any work presented complete to a teacher without the seeing the work in progress in the form of drafts, explanations partially completed computer copies will be treated with suspicion.

AN IMPORTANT NOTE ON PLAGIARISM

All work handed in for assessment **MUST** be your **OWN** work. This includes using any of the 'extra functions' provided as part of computer packages for school use that orchestrate or create on behalf of the student.

Plagiarism (presenting someone else's work as your own) will be dealt with as follows:

- (a) All marks for that whole assessment will be lost
- (b) For the remainder of the year, you will be required to satisfy your teacher that each subsequent piece of assessed work is original. This will require you to produce full rough drafts of work and detailed evidence of planning, sources and research. The onus of proof will be on you. If doubt exists, the work may not be assessed.
- (c) Details of your plagiarism will be recorded in your school file. These details could be considered by the person writing your school testimonial.
- (d) The school reserves the right to take further action if it is considered appropriate.

Note: The above comments apply also to work presented as your own which in fact has been prepared by other students, whether this year or earlier, even if it is used with their knowledge and permission.

You may use other people's work only if you acknowledge it fully in the appropriate manner.

Behaviour

The course is quite demanding and this means there is no place for anyone who is not serious about doing well. Anyone who is a constant distraction to others in the class or who prevents others from learning in the class will be withdrawn from the class by the Head of Department and parents/caregivers contacted.

Homework/Practice

Regular homework will not be set. However the student is required to practice their instrument on a regular basis. A general guideline for practice is 30 mins per week night. Playing in College groups, while not a substitute for practise, is strongly advised as it develops technique and ensemble skills.

Other homework will be set when necessary, however work not finished during the lesson is to be completed at home.

REPORTS AND GRADES

You will receive two written reports and have one parent interview evening indicating how well you are performing in Music this year. We strongly recommend that your parents attend the parent interview to gain a clear picture of your progress in Music. In Term Two and Four you will receive a written report which clearly indicates the results of any achievement standards that you have been awarded and an indicator grade related to possible achievement of external standards.

COURSE OUTLINE, CONTENT AND ASSESSMENT

You will be assessed against internal and external standards which comprise NCEA Level 3.

Internal standards to be assessed are:

- composition
- solo and group performance
- arranging
- research

External standards to be assessed are:

- aural
- music works
- harmonic and tonal analysis

Students will be able to score a total of 45 credits (across the 2 subjects).

MUSIC NCEA LEVEL 3 INTERNAL/EXTERNAL BALANCE

Internal	External
Both Classes 3.1 Present a performance of a programme of music as a member of a group. AS 90526 4 credits	Music Studies 3.3 Compare and contrast music works. AS 90498 8 credits
Music Studies 3.4 Research and present a music topic. AS 90499 6 credits	Both Classes 3.5 Demonstrate an understanding of harmonic and tonal procedures in a range of music. AS 90530 3 credits
Making Music 3.6 Present a portfolio of musical composition. AS 90775 8 credits	Both Classes 3.8 Demonstrate aural skills across a range of musical styles and genres. AS 90777 4 credits
Making Music 3.6 Arrange music. (yes this number is correct) AS 90527 4 credits	
Both Classes 3.7 Prepare and present performances of music as a featured soloist. AS 90776 8 credits	
Total: 30 credits	Total 15 credits

INFORMATION PAMPHLET ~ STUDENT / PARENT / CAREGIVER

The Music Department will be governed by the following policy in 2011 in delivering Achievement Standards for NCEA Level 1 at Otumoetai College:

Each student will be issued with a copy of the course outline, which informs the student of:

- (i) An overview of the course.
- (ii) The Achievement Standards offered their value and assessment.
- (iii) An assessment regime which indicates the dates and types of assessment offered.
- (iv) Student manuals including extra helpful material and aural activities.

AUTHENTICITY AND APPEALS

AUTHENTICITY

In line with Music Department Policy students are at all times required to produce their own work. Students and parents will be expected to sign authenticity declarations. In certain standards working drafts will be required to be sighted by teachers. Should the Department be of the opinion that work presented for assessment may not be original (to the student), the policy laid down will be followed.

APPEALS

If a student is not satisfied with their assessment grade they must lodge an appeal with their subject teacher or HOD within 48 hours of the assessment being handed back. If still not satisfied the student should lodge an appeal with the subject Head of Department. If the student then fails to gain satisfaction the appeal must be referred to the DP Curriculum and Assessment. If necessary both video and audio evidence will be supplied by staff to necessary parties.

ASSESSMENT DEADLINES

All written and practical work for internally assessed standards – which extends over a period of time – must be handed in on the stated date unless a student has negotiated an extension prior to that stated date. An extension will only be granted in the case of a genuine illness (medical certificate) or other exceptional circumstances.

STORAGE OF STUDENT WORK

All student work for internally assessed standards will be kept by the College until such time as it is no longer required for moderation purposes.

STUDENT RESPONSIBILITY

The student is to ensure that he or she:

- (a) Understands the assessment programme and policy.
- (b) Clearly understands the requirements of each assessment, the task and the criteria.
- (c) Discusses any concerns with the teacher and/or the Chief Assurer.
- (d)

Academic Year 2011
Music Department Policy for Administering
NCEA Level 3, 2011

Dear Student,

The Music Department will be governed by the following policy in 2011 in delivering Achievement Standards for NCEA Level 1 at Otumoetai College.

You will be required to read the following information, sign this letter and return it as soon as possible to your Music teacher for filing. Any queries regarding this letter should be addressed to the Music teacher concerned or the Head of Department.

AUTHENTICITY

In line with the school and Music Department Policy, students at all times are required to produce their own work. During the year students will be expected to sign authenticity statements certifying that work is their own. If students present someone else’s work as their own then all marks for the assessment will be lost.

APPEALS

If a student is not satisfied with their assessment grade they must lodge an appeal with their subject teacher or HOD *within 48 hours of the assessment being handed back*. If still not satisfied the student should lodge an appeal with the subject Head of Department and if the student then fails to gain satisfaction the appeal must be referred to the DP Curriculum and Assessment.

ASSESSMENT DEADLINES

All written and practical work for internally assessed standards – which extends over a period of time – must be performed or handed in on the stated date unless a student has negotiated an extension prior to that stated date. An extension will only be granted in the case of genuine illness (medical certificate) or other exceptional circumstances.

Otherwise work handed in late for assessment will not be accepted for marking.

In exceptional circumstances it is the responsibility of the student to ask for an extension of a deadline. Negotiation with their teacher in consultation with the Head of Department must be carried out before the deadline otherwise work will not be considered. In such cases an explanatory letter from parents/caregivers may be required. Where an extension has been granted by the teacher in consultation with the Head of Department prior to the deadline, no penalty will be imposed on students.

ATTENDANCE

Students are expected to attend all classes in Music unless they are legitimately absent from school.

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I have read the information supplied in the Level 1 Course Statement and agree that my child will follow the above guideline.

Student’s Full Name.....Caregiver’
signature.....Date.....