



MUSIC 150 Music Technology - Fall 2013

Credits: **5**

Location: **Building/Room-A154**

Class days and time: **Monday/Wednesday 11:30am-12:20am**

Instructor: **Kelly Kunz**

Office: **A158**

Office Hour: **by appointment only.**

Email: **Kelly.kunz@bellevuecollege.edu**

Class website: Canvas

MUSIC 150—Music Technology

In this course, students will be provided with lessons on various music technology programs. A large portion of the quarter will be spent learning basic use of the music notation software Finale. If basic theory knowledge is not already possessed by the student, some basic theory will be provided in order to fully understand Finale. Students will also be introduced to recording programs Logic & ProTools.

Required Texts:

NONE!

General Requirements:

Valid BC email address. You will need this to access Canvas. Please do this right away if you've not done so already.

Suggested Texts/Materials:

Finale Notepad (this is a free app). Some assignments will be able to be completed at home if you have Finale Notepad.

Required Supplies:

Paper & pencil (laptops, ipads, etc. work as well). In the 2nd half of the quarter you will also need to supply your own headphones and bring them to class as we will be using audio software of varying types in various ways, all of which you will need to hear what you are working on. You will be notified in class when these will be required.

Important Dates (Holidays):

- **Fall Quarter Starts - 9/23**
- **College Issues Day, Oct. 23rd (no Classes)**
- **Holiday – Nov. 11th**
- **Thanksgiving Holiday - Nov. 27-29th**
- **Finals Week: Dec. 9th – 11th.**

Grading Criteria:

Class participation, Homework assignments - 33%

Quiz grades - 33%

Final Exam/Final Project - 33%

Attendance:

Daily attendance will not be taken. Homework assignments will be posted online, and will typically be due the following class day. The instructor also reserves the right to give pop quizzes based upon class discussion.

Homework:

All homework assignments will both be announced in class and posted in Canvas. Students should assume that homework is always due at the beginning of the next day of class. Unless otherwise specified, **homework assignments for Finale will need to be printed and turned in, not sent by email in PDF form.** This will be elaborated on in class. Late homework will not be accepted or reviewed by instructor. If a student is absent, it is solely the student's responsibility to get the homework assignment from another student in class and turn it in, on time, the following day.

Should a student be absent due to illness or emergency and need to submit late homework, they must send an email to the instructor explaining their circumstance, no later than 10 AM that morning. No exceptions. Be sure to put "ABSENT TODAY" in the subject line.

Quizzes, Mid-Term, Final Exam:

Students will not be allowed to make up any quizzes or exams without previous permission from the instructor. Quizzes will be based upon online components as well as classroom discussions and lessons.

Canvas:

Students should consult Canvas each morning before coming to class. Should the instructor be absent for any reason, it will be posted on Canvas no later than 8 AM in the morning and could very well save you a trip to Bellevue if that is your reason for coming to campus that early in the day.

Other documents and assignments will also be posted there. Additionally Canvas will be your main online platform. Assignments, quizzes, grades, announcements, etc. will all be posted there.

Final Exam

Students with disabilities who have accommodation needs are required to meet with the Director of Disability Support Services located in room B132 to establish their eligibility for accommodation.

Student Responsibility:

Instructors may, at their discretion, agree to accept student work that is submitted in various ways, including in person, to the division office, or via e-mail. It is the student's responsibility to verify that all assignments are actually received by the instructor, whether they are submitted in person or electronically.

It is the student's responsibility, not the instructor's, to initiate communication about progress or concerns with the course. Instructors are under no obligation to inform students that work is overdue, to nag students to complete assignments, or to call students who fail to attend class. Similarly, students need to keep themselves informed about syllabus changes that may have been made in class. We suggest finding a partner the first week of classes and keeping each other up to date if one is absent.

BC Attendance policy:

Attendance at all scheduled class meetings is mandatory. This requirement is particularly meant to apply to courses that are designated for classroom delivery, although distance education courses may also have certain attendance requirements. This requirement is intended 1) to prevent instructors from having to adjudicate individual excuses, and 2) to recognize that excuses are ultimately irrelevant both here at BC and in the workplace.

While specific attendance requirements are up to individual faculty members, the Arts and Humanities Division recognizes that attending class and participating actively are perhaps the most important way in which students can set themselves up for success. Conversely, not attending class almost certainly leads to failure.

Students in performance courses (Drama, Music, etc.) are reminded that attendance builds the professional relationship necessary between partners or in working groups.

In order for students to be eligible for a grade in a course, they must not miss more than ten classes, or 20% of the total class time scheduled, for any reason. When absences go beyond ten, instructors may a) give a grade of "F" for the course, or b) lower the final grade as much as they see fit. This does not imply that you may be absent fewer than ten times or 20% without seeing an effect on your grade; indeed, we wish to emphasize that any absence undermines your progress and will result in your having to work harder to catch up. Ten absences or 20% is merely the figure beyond which you cannot go without risking your eligibility for a course grade. In cases of legitimate hardship, students may also request that instructors grant a "HW" (hardship withdrawal), which is a non-credit grade.

In summary, when you are absent from a class more than ten times or 20% in any given quarter, you may receive a failing grade. Whatever written policy an instructor has in the syllabus will be upheld by the Arts and Humanities Division in any grievance process.