



**Faculty of Arts  
in partnership with  
International College of Music (ICOM)**



**BMUS (Hons) Professional Music**

**COURSE GUIDE 2014/5**

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## Alumni

## About this guide

This Course Guide has been designed to help you plan your course. You are encouraged to read this Guide through now. It will be a considerable advantage to you to be familiar from the outset with the various aspects of your studies that are described. It may be that the relevance of some of the sections will not be immediately obvious. Keep it somewhere accessible, so that you can refer to it as needed.

Obviously even in a document like this we have not covered every query and problem that you might have about the course. The Course Guide should be read in conjunction with the [Undergraduate Student Guide](#) / [Postgraduate Student Guide](#); the [Student Charter](#); the University's [Policies and Regulations](#) and the [University Assessment Handbook](#). These documents should provide you with all the basic information that we think you will need for your period of study here.

If you find that there is something you need to know, please contact your Academic **Faculty** Office or local [Student Centre](#) on the details included below.

Please enter the contact details for your Personal Tutor for your future reference:	----- <i>The name of your Personal Tutor will be given to you at the beginning of your course and can be checked via <a href="#">e:Vision</a></i>
Your local Academic School Office is:	<b>At ICOM:</b> Faculty Office, Level 4, WISMA ICOM, 03 40236000 ext.400
Your <a href="#">Student Centre</a> (Here to Help) is:	<b>At ICOM:</b> Office of Registrar and Student Services Level 5, WISMA ICOM 03 4023 6000  <b>At the University of Wolverhampton:</b> Student Centre- Walsall Campus, Room WA005. Tel: +44 1902 323135

Please note that in order to develop and improve the Course, it may be necessary on occasions to amend or revise the details given in this Course Guide. We are pleased to hear your views and welcome suggestions for ways of improving the operation of the Course.

## Welcome

On behalf of the Course Management Team I should like to extend to you a very warm welcome and wish you every success in your studies with the University of Wolverhampton.

The University experience and academic success is all about the effort you put into learning and making the most of the wide range of opportunities available to you. We welcome students who are eager to think for themselves, to take control of their own learning and who are ready to get involved in developing the skills required in a highly competitive job market.

Studying at a distance is not an easy option and you will need to demonstrate good time management skills, independent learning, flexibility and discipline in order to achieve a study-work-life balance. But remember, we are here to support you even if you never have to come on to a University of Wolverhampton campus - see [www.wlv.ac.uk/distance](http://www.wlv.ac.uk/distance) for further details.

We believe it is important that you are encouraged to make your own contribution to the effective operation and development of your chosen course. We are, therefore, keen to hear your views and would welcome any suggestions that you may have about ways of improving any aspect of your course and/or the student experience here at the University.

**BMUS (Hons) PROFESSIONAL MUSIC** at ICOM offers a unique blend of music performance, arranging and technology studies over a period of 3 years. This unique course draws from a close collaboration with the global music industry, enabling you to shape a rewarding professional career. The course is delivered by ICOM in collaboration with the Faculty of Arts at the University of Wolverhampton. Both institutions have established an excellent reputation for the quality of our courses, for an innovative approach to teaching and learning, and for the friendliness of our staff.

[Nilesh Thomas \(Course Leader for BMUS \(Hons\) Professional Music, ICOM\)](mailto:nilesh@icom.edu.my)  
[nilesh@icom.edu.my](mailto:nilesh@icom.edu.my)

[Kevin Stannard \(Head of Music, Faculty of Arts, University of Wolverhampton\)](mailto:k.p.stannard@wlv.ac.uk)  
[k.p.stannard@wlv.ac.uk](mailto:k.p.stannard@wlv.ac.uk)

## Course Management and Staff Involved with the Course

The department is staffed by full-time, part-time and visiting lecturers (usually professional music practitioners). All permanent staff are available for consultation during their office hours, which are published at the beginning of each semester and appointments can be booked with the Academic Affairs Office Administrator. Please respect their privacy at other times. The faculty office is located on the fourth floor of the building.

Those on the permanent staff are listed below:

**Nilesh Thomas (NT)** – Course Leader  
[Nilesh@icom.edu.my](mailto:Nilesh@icom.edu.my)

Mr. Thomas is from India and he leads three programs at ICOM in the areas of curriculum development, student recruitment, teaching and learning and faculty administration. He lectures in audio theory, acoustics, 'live' sound, electronics & computer systems and supervises graduating seniors' work placement. An audio engineer by training, he continues to play an active role as recording or FOH engineer in select 'live' concerts in Kuala Lumpur. He has a Master of Music Technology degree from the University of Newcastle (Australia) and is an Apple Distinguished Educator (ADE) and an Avid Certified Instructor for Pro Tools.

**Sze Kin Sun (SKS)** – Associate Course Leader for Online Learning, Music Technology Faculty  
[sks@icom.edu.my](mailto:sks@icom.edu.my)

Mr. Sze is a pianist who trained in music synthesis at the Berklee College of Music (USA). He leads the College's online learning initiative, a program that enables more students to study with ICOM. He serves on the Malaysian Qualification Agency's (MQA) panel of experts for national performing arts program standards. He has over 15 years teaching experience in ear training, digital audio, music technology and audio for multimedia. He has a Master of Arts degree from Middlesex University (UK) and is also an Apple Certified Trainer for Logic Pro and an Avid Certified Instructor for Pro Tools.

**Akihito Fuse (AF)** – Head of Performance  
[fuse\\_akihiro@icom.edu.my](mailto:fuse_akihiro@icom.edu.my)

Mr. Fuse is a 7-string jazz guitarist from Japan. He leads the performance department at ICOM. Formerly from Koyo Conservatory, a BIN partner school, he has over 30 years of teaching experience in classroom and individual instruction in guitar, ensembles, music theory, ear training, arranging and jazz history. His translation of George Russell's *Lydian Chromatic Concept of Tonal Organization* into Japanese was published in 1993. He has performed in symphony orchestras, big bands, guitar ensembles and small combos for TV, radios, recordings and jazz festivals. He holds a Bachelor of Music degree from the New England Conservatory of Music (USA).

**Farid Yahya (FY)** – Music Faculty  
[fyahya@icom.edu.my](mailto:fyahya@icom.edu.my)

Mr. Yahya plays the clarinet, alto saxophone and piano. He has over 15 years of teaching experience from school music program to tertiary education in music theory, contemporary harmony, arranging for rhythm section, horns & show band, ear training, performance labs and ensembles and individual instruction on piano, clarinet and saxophone. Currently, a resident pianist at the Ritz Carlton in Kuala Lumpur, he has performed in Malaysian orchestras in the woodwind section. He has a Bachelor of Music degree from the Berklee College of Music (USA) and is currently reading for a Master of Arts degree at University Malaya.

**Aamil Sulaiman (AS)** - Music Faculty  
[sulaiman\\_aamil@icom.edu.my](mailto:sulaiman_aamil@icom.edu.my)

Mr. Sulaiman is a cellist and has performed in chamber music groups and symphony orchestras across the USA, Europe and Malaysia for 8 years. He currently teaches the violoncello, music history, music theory, traditional harmony and counterpoint and scoring for orchestra at ICOM. He has a Master of Music degree from the University of Tennessee Knoxville and a Bachelors Degree in Music from Western Illinois University (USA).

**Harvinder Singh (HS)** - Audio Production Faculty  
[ranjit\\_harvinder@icom.edu.my](mailto:ranjit_harvinder@icom.edu.my)

Mr. Singh plays the acoustic guitar and bouzouki and is a member of Diplomat of Drums, a famous band known for their high-level energetic percussion feature. Harvinder or Harvey as he's fondly referred to is an ICOM alumnus and has over 6 years of professional experience as content producer, recording and post-production engineer and digital consultant. He teaches audio theory as well as practical hands-on courses such as recording techniques, digital audio and mixing techniques. He holds a Bachelor of Arts degree in Audio Production from SAE Institute Byron Bay (Australia), and is a Solid State Logic AWS 900 certified user.

**Ali Aiman (AA) - Music Faculty**  
[hamid\\_aliaiman@icom.edu.my](mailto:hamid_aliaiman@icom.edu.my)

Mr. Aiman plays the piano and trumpet. He is also a singer-songwriter who has written, arranged and produced compositions for his own album, as well as for numerous original musicals, productions, A-list artists, and collaborative works domestically and overseas. He teaches classroom and individual instruction in piano, commercial composition, music and sound design for visuals, and commercial studio production. An ICOM alumnus, he graduated from the Berklee College of Music with a Bachelor of Music degree in Contemporary Writing and Production.

**Frank Ong Thwee Cheen (OTC) – Music Faculty**  
[frank@icom.edu.my](mailto:frank@icom.edu.my)

Mr. Frank is a bassist who toured the world as a band member of *Alleycats* in the 1970s and recorded on numerous albums. He has wide experience of working in the music industry in the role of arranger, music producer, music director and A&R executive, and continues to serve as a judge for the annual Anugerah Industry Music (AIM) music awards. He has 17 years of teaching experience in classroom and individual instruction in bass, instrumental labs and ensembles, pop music history, music business and record company operations. He has a Master of Science degree in Music from Universiti Putra Malaysia.

**Ch'ng Wee Lern (CWL) – Music Faculty**  
[wee\\_lern@icom.edu.my](mailto:wee_lern@icom.edu.my)

Mr. Ch'ng is a classically trained pianist who performs equally well in jazz and contemporary pop music styles. He performs extensively in clubs, festivals and concerts with Malaysia's legendary and upcoming artists and is readily recognized for his virtuoso skills. He teaches classroom and individual instruction in piano, contemporary harmony, instrumental labs and ensembles and plays an active role in curriculum development. Wee Lern is an ICOM alumnus who graduated with a Bachelor of Music (Hons) in Professional Music, awarded by the University of Westminster, UK.

#### **Academic Affairs Office Administrator:**

**Manoranjitham Arumugam**  
03 4023 6000 (ext. 400)  
[arumugam\\_manoranjitham@icom.edu.my](mailto:arumugam_manoranjitham@icom.edu.my)

#### **System Support:**

For any IT or computer related enquiries, kindly address them to the email below:  
[systemsupport@icom.edu.my](mailto:systemsupport@icom.edu.my)

#### **Visiting Lecturers**

A comprehensive team of teaching staff are employed on a weekly basis to teach some specialist modules. For details of these contact Ms. Manoranjitham Arumugam.

#### **Student Voice**

The Student Voice is a partnership between the University and the Students' Union, put in place to make sure students opinions/feedback are heard at every level of university governance, from course level to the University's governing body.

The main positions within the Student Voice are Course Reps, who are volunteer students on every course. They have meetings with lecturers on a regular basis, highlighting both positive and negative feedback to Heads of Department or lecturers within their course. Faculty Reps are elected during the Spring Elections and have meetings with Senior Management in their Schools. They are an essential link between Course Reps, the Students' Union and management within each Faculty. To find your Faculty Rep: [Faculty Representatives](#)

If you ever wanted to get involved with the student voice, or need more information please contact the Engagement Team in the Students' Union – [Student Voice](#)

For independent advice and guidance on all matters related to being a student eg. academic, finance, and housing issues, contact the Students' Union's Advice and Support Centre by telephone or e-mail [Advice and Support](#).

## **Student Charter**

The [University's Student Charter](#) has been developed primarily by the Students' Union and informed by student views. The Charter is not a contract, nor is it intended to be legally binding; it is a set of shared expectations which establishes the values and standards we are seeking to promote across all of our learning community. The Charter seeks to apply to all students on all courses and reflect our normal expectations of your experience at University. On occasions different types of study and interactions will mean necessary variations from time to time. However, what is important to us is that, whatever you are studying, your experience is a great one.

## **Engagement**

The University recognises that you have made a significant investment in both time and money in choosing to study for a degree. The University is committed to helping you fulfil your potential. Your engagement with the study materials, and participation in the sessions, activities and assessment tasks are very important in ensuring that you are able to do so.

Your engagement will help you to:

- Understand the subject area you are studying;
- Acquire and develop the skills and knowledge needed to ensure success;
- Prepare for assessment tasks;
- Learn from and with your fellow students;
- Receive feedback from your tutors on your progress;
- Fully participate in sessions, forums, seminars and other activities;
- Develop your communication skills.

If you are unable to participate in any of the activities or sessions please let your tutor know that you are unable to do so. He/she will then be able to give you advice on what was dealt with during the session or activity, and what you need to do to catch up. Please do remember how important engagement and participation is to your success. You are encouraged to engage with the University's Virtual Learning Environment (VLE) and Student Management System, further details of how to access these can be found [here](#).

Contact time with teaching and associated staff is available to help shape and guide your studies. The term 'contact hours' refers to the amount of time that you spend learning in contact with teaching or associated staff, when studying your chosen course. The number of contact hours on a course is influenced by the subject, as well as how and where you are studying.

## **The Wolverhampton Graduate**

The experience of studying at University is about much more than just gaining knowledge and understanding of a subject(s), it is also about developing additional skills and capabilities that you can take with you into a wide range of different settings. Sometimes it can be difficult to explain to



others what you have done and achieved. The following Graduate Attributes will help you think about the knowledge and skills you have gained and how these can be presented to prospective employers and/or other interested parties. This is not an exhaustive list and you will need to reflect on what you can personally demonstrate that is appropriate for different settings and contexts such as job interviews. You will also have formed your own opinion about what going to university means to you and how you think you have developed.

While at university you will have the opportunity to:

1. acquire, generate, interrogate and apply knowledge from a wide range of sources,
2. develop research skills to enable analysis, synthesis, understanding and evaluation of data and information.
3. demonstrate self-discipline and organizational skills by meeting deadlines, and taking responsibility for your own development and learning
4. present ideas clearly in an informed and persuasive manner to a variety of audiences.
5. be innovative, creative and enterprising work collaboratively, whilst acknowledging, respecting and engaging with the views of others in a constructive and empathetic manner
6. draw on professional advice and feedback to reflect on and improve your own learning and professional practice;
7. prepare for the world of work through engagement with real life situations, briefs and problems
8. engage with new ideas and ways of working as an active member of the communities in which you study, live and work.

### **About the Course**

This Guide outlines the modules which are available, teaching and learning activities and assessment tasks. If there is anything you need to discuss further, please contact

**Nilesh Thomas** - Course Leader for BMUS (Hons) Professional Music

The educational aims of the course are:

The BMus (Hons) Professional Music degree of the International College of Music (ICOM), validated by the University of Wolverhampton prepares you for a career in the professional music industry. This course stimulates your innate love of music creation and provides a structured approach to your career progression as a performer, composer, arranger, producer or music technologist.

You will engage in a range of learning activities that help hone your skills and challenge you to be innovative and enterprising in the global music industry. ICOM's state-of-the-art facilities greatly enhance your educational experience and our accomplished faculty team are committed to the development of your musical and personal growth.

You will have opportunities to engage in extracurricular activities and external work placement (internship) that promote a vibrant networking and real world learning experience in a global music community.

You will perform in a number of ensembles and have the opportunities to participate in large-scale concerts such as the ICOM celebration series. During the course of your study, you will assume various roles such as performer, live sound engineer, arranger, and musical director to name a few. The BMus will also open doors to participation in music festivals around the world and regional productions such as musicals, concerts and recording projects. Field visits and industry workshops are conducted regularly to facilitate extensive networking opportunities that lead to potential career prospects.

The course is supported by an excellent team of international faculty as well as a number of visiting industry practitioners. In addition to scheduled classes, you will participate in a number of workshops and master classes by established professionals. ICOM's state-of-the-art facilities feature acoustically treated practice and performance spaces, digital multi-track recording studios, a surround sound production suite and a recital hall fully equipped for performance productions, designed for you to gain relevant experience and skills.

The BMus, conducted fully at ICOM's campus in Kuala Lumpur, will allow you to learn in a culturally rich and diverse environment with students and staff from over 12 countries and earn a UK undergraduate qualification.

The course learning outcomes are:

As a graduate of this course you will be able to:

1. Apply analytical, critical and creative skills to music performance, arranging and music technologies.
2. Demonstrate the musical skills and artistry of a professional musician.
3. Create original works that apply to a global cultural context.
4. Demonstrate the characteristics of a knowledgeable and enterprising professional.
5. Use digital technologies to interact and communicate in a global community.

These will be achieved through the following learning activities:

The BMus (Hons) Professional music will feature a range of learning activities drawn appropriately from the following:

- seminars or other forms of small-group discussion, sometimes involving individual or group student presentations to develop oral presentation, negotiation and communication skills
- group learning activities in which students have the opportunity to work together as a team (for example, a joint technology or performance project)
- one-to-one interaction, particularly supporting the development of self-direction, intellectual independence, analysis and individual projects, and the development of creative skills through composition and performance
- lectures that stimulate thought, discussion and debate, and which encourage further reading, listening and research by which students can extend their own knowledge and understanding
- individual vocal or instrumental instruction, developing experience of repertoire, techniques of performance, musicianship, interpretation and presentation, under the guidance of professional practitioners
- ensemble performance activity developing teamwork and leadership skills
- workshops and master classes, normally addressing the acquisition of creative skills and techniques within a group context, and often benefiting from the experience of visiting specialists
- peer learning where students discuss critically their colleagues' work, usually performances or compositions
- writing (learning journals, reviewing, reflection etc) as a means of acquiring knowledge, and presenting ideas and arguments in written form
- practical exercises, usually connected with the development of creative, analytical and aural skills
- independent learning, whether as directed reading and listening related to writing, project work, or as practice for developing creative skills
- studio work, including hands-on experience in the use of electronic equipment for composition and/or recording

- use of computer-assisted learning, of email for discussion groups or tutorial supervision, and of other forms of ICT
- external placements, such as work experience in production houses, recording companies, internship with professional practitioners, schools with music programmes, concert production companies etc. Field visits, where students visit studios, production houses, concert setups, sound checks and performances etc to observe, reflect and learn professional practices and settings.
- creation of portfolio of works for assessment, that evidence learning and enabling development of planning and project management skills

The course is accredited by the following professional body/ies  
N/A

### Contact Hours

At University, the term 'contact hours' is used very broadly to refer to the amount of time that you spend learning in contact with teaching or associated staff, when studying for a particular course. This time provides you with support in developing your subject knowledge and skills, and provides opportunities to develop and reflect on your own, independent learning.

### External Examiners

Gareth Smith, Senior Lecturer, Institute of Contemporary Music Performance, London

External Examiners play a key role in helping the University to ensure that our standards are comparable with other institutions in the sector and are consistent over the years and that our assessment processes and regulations treat all students fairly and equitably. It is not part of their remit to communicate with individual students (it is to be noted that students are given access to External Examiner reports in their entirety in line with the HEFCE Publication 06/45 and some students may have the opportunity to meet with externals if they visit placement areas or attend for planned meetings or assessment). Students are therefore reminded that they must not make direct contact with External Examiners in respect of their assessed work or performance. Any student issues should be relayed either directly to the Module or Course Leader.

### Academic Regulations

This course follows the University's academic regulations. A full version of these regulations can be found on the University web page for [Policies and Regulations](#). These regulations govern your course and will be binding on you. It is, therefore, important that you read and become familiar with them. If you have any questions regarding the regulations you should raise your query by logging an [e:Vision](#) Helpdesk call.

The maximum period over which an award may be studied is detailed in the regulations appropriate to your course. Typically these are:

#### Undergraduate Honours Degrees

Full Time Students	Normal	Maximum
Honours Degree	3 years	5 years
Degree	3 years	5 years

Part Time Students	Normal	Maximum
Honours Degree	5 years	8 years
Degree	4 years	8 years

#### Undergraduate Sandwich Honours Degrees

Full Time Students	Normal	Maximum
Honours Degree (sandwich)	4 years	6 years

Degree (sandwich)	4 years	6 years
Part Time Students	Normal	Maximum
Honours Degree (sandwich)	6 years	10 years
Degree (sandwich)	5 years	10 years

The above maximum registration periods do not include time away from study approved under the [Leave of Absence](#) procedure.

Registration periods for students admitted with Recognition of Prior Learning and for students who choose to amend their mode of attendance, will be calculated pro-rata.

Please be aware that to be eligible to continue on your course you must pass at **least one module** in your first year of study.

## Course Information

### School Charter for Students: A Community for Learning

**In order to get the most from your time at University you are expected to:**

1. Attend all module sessions at the appropriate time and be respectful to staff and fellow students.
2. Familiarise yourself with the requirements of the assessment tasks in your modules and meet the deadlines for submission.
3. Make use of independent study time purposefully and effectively through engagement with the library and the IT facilities.
4. Understand and abide by the University and ICOM regulations about plagiarism and academic misconduct.
5. Engage with the spirit of University life through participation in a range of social and cultural activities that exist outside of your programme of study.

**In order to support your studies we will:**

1. Provide effective and detailed feedback on assessed work and return assignments promptly within 2 working weeks of submission.
2. Provide regular opportunities for advice and support through a module and tutorial appointments system.
3. Communicate effectively and efficiently in the organisation and management of your course.
4. Provide access to appropriate learning and IT resources that meet the needs of your studies.
5. Create opportunities for you to develop confidence and communication skills through your engagement with module learning and assessment activities.

Academic study skills are supported in a number of modules across the three levels. These range from the introduction of writing and presentation skills in level 4, planning and evaluation skills in level 5 and independent project management and realisation in level 6 through the Graduation Project and Career Preparation modules.

### Staff/Student expectation

## **Expectations of you and what you can expect from the University and ICOM**

The Music team will endeavour to give you the support and advice you will need to complete your studies successfully and, on most occasions, will lend a sympathetic ear. It is, however, important you realise that you are entering into a form of contract or agreement and that you, too, have certain responsibilities; in particular, you will be expected to ensure that at all times during your programme

- you complete all assessments according to the instructions given you by the Module Leader
- you take advantage, when necessary, of the counselling facilities available to you
- you attend classes at all times unless circumstances prevent you from doing so
- you inform your Course Leader/Personal Tutor of any circumstances likely to affect your academic performance
- you immediately inform the ICOM Office of Registrar and Student Services and the Walsall Campus Registry of any change of address or absence from the University
- you regularly check the noticeboards, WOLF and Pebblepad
- you must respect the rights of others and show tolerance toward ALL other groups and individuals
- you must exhibit appropriate behaviour during lecture/class time
- you recognise and reflect the need for exemplary behaviour at any time while on Campus or whilst representing the College.
- you are reminded of the consequences of cheating and plagiarism.

## **Accreditation of Prior Learning (APL)**

All matters regarding APL in Music should be directed to your Course Leader.

## **Learning, Teaching & Assessment: What Can You Expect?**

### **Learning and Teaching (L&T)**

#### **Learning & Teaching Resources**

All of the essential learning materials are made available through the University's Virtual Learning Environment (WOLF) to enable you to engage with your learning off-campus and at any time. An online skills development website that provides advice and guidance on a wide range of academic skills and processes is also available. The ICOM library features a large collection of essential learning material. You have access to various online library services through ICOM's direct subscriptions as well as the University of Wolverhampton's online library resources. Module information will direct you to specific information sources, but there is an expectation, particularly at Level 5/6, that you will research your own sources in order to enhance your achievement of the learning outcomes for the programme.

## **Assessment**

### **Types of assessment**

The tutor, as part of the introduction to the module, will outline the assessment tasks. A more detailed briefing for each assignment will be available via the WOLF topic that supports the module. There is a wide range of assessment (further details can be found in the Undergraduate Student Guide), including:

- practical examinations in which you will demonstrate technical and interpretative skills in performance and 'live' sound reinforcement. The programme of music is normally agreed with tutors in advance. You are expected to show an awareness of stylistic issues. Practical examinations may involve individuals or groups and may be held in public
- aural examinations assessing the ability to recognise by ear and to notate sounds.
- individual projects and portfolios as products of advanced understanding, knowledge, and/or creative achievement

- oral presentations testing presentation and communication skills in an individual situation
- peer assessment in which you present work - usually performances or compositions - for group discussion and critique, thereby developing abilities to formulate criteria for judgement, and to express thoughts verbally
- self-assessment demonstrating your abilities to evaluate your work objectively and to identify your own strengths and weaknesses

A number of formative assessment opportunities are available within each module featuring the methods listed above, with electronic feedback from the module lecturer. These assessments will prepare you to undertake summative assessments confidently.

### **Marking of Assessments**

The marking and grading of your work, be it, for example, an assignment or an exam is a comprehensive exercise involving first-marking by tutors, moderation by the tutors in the module team and the submission of assessments to independent external examiners who monitor and advise, thereby ensuring quality and standards.

The normal return period for feedback on your marked (summative) work is two weeks after the date of submission. You will receive the grade achieved and comments on whether, and how, you have achieved the learning outcomes.

The processing of grades is outlined in the Undergraduate Student Guide. Details of the new percentage grading scheme can be read online by [clicking this link](#)

### **What Should You Avoid? What Should You Seek to Achieve?**

- Remember that you are writing for another reader or readers. Do not assume that the reader will fill the gaps in your work.
- Use the introduction to establish what you are doing in your assignment.
- Use examples to support your analysis.
- Be objective and aim for reasoned argument. Phrases such as ‘in my opinion’ or ‘in my view’ are of little value because they are subjective. Do not use them. You should aim to support your points with evidence and reasoned analysis.
- Always acknowledge the use of someone else’s work, using the appropriate system of referencing. Also, it is a very serious offence to use someone else’s work, especially word-for-word or paraphrased contents of other’s work. This is called “plagiarism” and will be covered throughout the course to ensure that you are aware of how to avoid it.
- Always keep copies of the sources or keep a note of each source as you use it, so that you can reference it in your bibliography at the end of your assignment.
- Plan your work in advance so as to meet the hand-in (submission) date. Writing up your research is often more time-consuming than you expect.
- Get help from tutors and mentors if you are unsure.
- Above all, do not ‘suffer in silence’; the Course Leader, module leaders and tutors will be able to provide guidance so please use them.

### **National reference points for this course:**

- QAA Music Subject Benchmark Statement 2008 (FHEQ)
- MQF (2007) – Point of reference of higher education qualifications in Malaysia
- Special Educational Needs Disability Act 2001 (SENDA) – not applicable in Malaysia
- Race Relations Amendment Act (RRAA) (School Policy Document)

- University Strategic Plan
- School Operating Plan
- School Assessment Handbook
- School AMR process
- School Equality Policy

### **Blended Learning**

In 2008, the University adopted a Blended Learning Strategy, which promotes the integration of technology supported learning across all our modules. We believe this will improve the employability and, digital literacy of our students and the effectiveness and efficiency of our learning and teaching practice.

The 6 blended learning entitlements have been incorporated in this course in the following manner, and you will:

1. have access where possible to an electronic copy of all lecturer-produced course documents e.g. module guides, assessment briefs, presentations, handouts, and reading lists via module topics on WOLF.
2. experience formative assessment/s opportunities online with appropriate meaningful electronic assessment feedback in modules, 4MU031, 4MU037, 5MU036, 5MU037, 5MU038, 6MU013, and 6MU019.
3. have opportunities to collaborate online with others in your learning cohort through Wolf forum topics and other appropriate media. Modules which develop this skill are 4MU031, 4MU035, 4MU036, 4MU037, 5MU036, 5MU037, 5MU038, 5MU039, 5MU031, 6MU013, 6MU014, 6MU017, and 6MU019
4. have the opportunity to participate in electronic Personal Development Planning (ePDP) which builds year-on-year until a competency of recording self-reflection and action planning is created. Modules which develop these skills are 4MU029, 5MU036, 5MU037, 5MU039, 5MU032, 6MU014, 6MU015, 6MU017, and 6MU019
5. submit all appropriate assessments online. This will be appropriate in 6MU015 and 6MU017 although other modules may also provide such opportunities.
6. have opportunities to engage in interactive learning during all face-to-face sessions.

### **Employability**

#### **What is 'Employability'?**

'Employability' is concerned with the development of skills aimed at enhancing your employment prospects throughout your time here at ICOM. Developing specialist subject and academic knowledge is important for employers but they also want to employ individuals who are able to:

- Communicate effectively,
- Work in a team and have good interpersonal skills.
- Solve problems
- Work on their own using their own initiative and are able to adapt to changing situations
- Be self-confident

#### **How Will You Develop Your Employment Skills?**

We aim to provide you with the opportunity to develop these through the modules you will be studying. The assessments you do for your modules are designed to help you develop subject-specific skills through the research you undertake for the assignments. In addition, they are also designed to help you develop other key skills such as your written communication skills. Where

you have formal presentations, this will build your self-confidence in addition to helping you develop your skills of verbal communication. Working as part of a team will develop vital group-work skills. Attending your classes regularly will further ensure that you have the opportunity to develop other skills.

Throughout your time at ICOM, you will develop and be able to demonstrate a number of skills, some of which are listed below:

- Working as part of a group
- Demonstrating teamwork skills and leadership skills
- Effective communication
- Written (via reports etc.)
- Oral (through formal presentations)
- Problem-solving
- IT skills (which include use of basic packages for word processing, spreadsheets, use of email etc.)
- Time management – attending classes, handing in of assignments, planning study time

You may also be working part-time. The experience you gain within a work environment is a very worthwhile one and also helps you to develop transferable skills, which are valued by employers. A number of modules involve students going into the workplace; Students have enjoyed regular visits to studios, production houses, 'live' sound setups, and often we will organise visits to the campus by industry professionals. The faculty department has strong links across the professional music sector in Kuala Lumpur, and many former students work as arrangers, producers, performers and engineers in the local industry. There will be opportunities to develop your interests further and pursue possible future employment in the Career Preparation module (6MU017).

## **Attendance**

We recognise that you have made a significant investment in both time and money in choosing to study for a degree. Staff are committed to helping you fulfil your potential. Your attendance at, and participation in, classes is a key factor in ensuring that you do so.

Attendance will help you to:

- Understand the subject area you are studying;
- Acquire and develop the skills and knowledge needed to ensure success;
- Prepare for and undertake assessments;
- Learn from and with your fellow students;
- Receive feedback from teaching;
- Participate in practical and group work;
- Develop your communication skills.

If you are unable to attend a class please let your tutor know that you are unable to do so. He/she will then be able to give you advice on what was covered in the class, and what you need to do to catch up. Please do remember how important attendance is to your success.

The policy of ICOM on attendance and punctuality is:

In the event of an unavoidable absence from class or a learning activity, you must inform the lecturer in writing explaining the reason(s) and also seeking for an excused absence for the missed learning activity. All medical related absences must be supported by a signed doctor's certificate. Three (3) unexcused absences may result in you being withdrawn from the class by the module lecturer and withheld from sitting for a formal assessment. You will be allowed to attend the class



session within the first 10 minutes of the start of the class after which time you will be marked as absent.

## **Academic Misconduct**

We take pride in the academic integrity of our staff and students but when academic misconduct is suspected the University will take action. The University considers seriously all acts of academic misconduct, which by definition are dishonest and in direct opposition to the values of a learning community. If not challenged, academic misconduct will ultimately devalue our academic standards and undermines the honest efforts on the part of our staff and students.

Academic misconduct includes plagiarism, collusion and cheating and may be deliberate or unintentional. Whatever form it takes, it will be thoroughly investigated and penalties will be applied if proven.

## **Support for Students**

The University and the Students' Union believe that many incidents of academic misconduct can be avoided by increasing students' knowledge and skill.

A variety of support mechanisms are in place to help students succeed and avoid academic misconduct:

- Visit our study skills support website at [www.wlv.ac.uk/skills](http://www.wlv.ac.uk/skills) See the section on tackling academic misconduct.
- Download the Students' Union guide to Avoiding Academic Misconduct ("Write Right") - available from the [Student's Union website](#):
- Book a Skype appointment with study skills adviser or join the online chat service [ASSIST](#) - through the [Learning Centre "Skills for Learning"](#) website.
- Contact your personal tutor or module leader.

Remember – there is help available if you need it.

## **Defining Academic Misconduct**

### ***Cheating***

*Cheating is defined as any attempt to gain unfair advantage in an assessment by dishonest means, and includes, for example, all breaches of examination room rules, impersonating another student, falsifying data, and obtaining an examination paper in advance of its authorised release. Cheating attracts the University's most severe penalties.*

Other common examples of cheating would include –

- Being in possession of "revision notes" during an examination
- The purchase or commission of assignments from others
- Theft of other students' work
- Prohibited communication during an examination

### ***Plagiarism***

*Plagiarism is the act of taking someone else's work and passing it off as your own. This includes incorporating either unattributed direct quotation(s) or substantial paraphrasing from the work of another/others. It is important to cite all sources whose work has been drawn on and reference them fully in accordance with the referencing standard used in each academic school.*

The most common forms of plagiarism are –

- Cut or copied and pasted materials from websites
- Copying the work of another student (past or present) including essays available through "essay bank" websites – or other data.
- Copying material from a text book or journal

When you're using other people's work or ideas it is important to engage with their work critically. You can quote, paraphrase, summarise or critically review – but you must always provide appropriate references.

### **Collusion**

*Collusion is when two or more people combine to produce a piece of work for assessment that is passed off as the work of one student alone. The work may be so alike in content, wording and structure that the similarity goes beyond what might have been coincidence. For example – where one student has copied the work of another, or where a joint effort has taken place in producing what should have been an individual effort.*

Collusion should not be confused with the normal situation in which students learn from one another, sharing ideas and group work to complete assignments (where this is specifically authorised).

### **Plagiarism Detection**

In concert with the skills and experiences of academic staff the University will utilise electronic tools such as Turnitin to detect plagiarism. Turnitin is the software currently subscribed to by the University.

At Undergraduate level the University will require that all final year projects and dissertations are submitted to Turnitin for analysis. At postgraduate level the University will require that all dissertations (or similar) are submitted to Turnitin for analysis.

Students are required, where appropriate, to make a declaration as the authenticity and originality of any submitted piece of work. This declaration also authorises the University to request and require students to provide an electronic version of any submitted assessment for checking work via Turnitin where plagiarism is suspected.

### **Penalties**

Where an offence is admitted, or a panel decides that cheating, plagiarism or collusion has occurred, a penalty will be imposed. There is a cumulative range of penalties which will be applied to any continuous period of registration for study with the University. The severity of the penalty will vary according to the nature of the offence and the number of previous offences. Penalties range from failure of the assignment under investigation to exclusion from the University.

Full details about the University's policy on Academic Misconduct and regulations and procedures for the investigation of academic misconduct are available on the [Conduct and Appeals](#) website.

### **Course Structure for Undergraduate courses**

Students will study:

**Full-time:** normally modules worth 120 credits each academic year

**Part-time:** normally modules worth no more than 80 credits each academic year.

Level 4 (1)

Semester 1				Semester 2			
Core	4MU028	Aural Training	20 credits	Core	4MU031	Contemporary Arranging	20 credits
Core	4MU029	Digital Audio Applications	20 credits	Core	4MU036	Performance Practice in Pop & Rock Music	20 credits
Core	4MU035	Performance Practice in Jazz &	20 credits	Core	4MU037	Survey of Music History	20 credits

		R&B Music					
C/O	4MU039	LN126 - Bahasa Melayu Komunikasi 2*	2	C/O	4MU038	LN125 - Malaysian Studies 3*	2
C/O	4MU040	LN127 - Tamadun Islam Dan Tamadun Asia (TITAS)**	2	C/O	4MU041	LN128 - Hubungan Etnik**	2

C/O modules are MPU courses required by MQA with PASS/FAIL grade, and are not included for award classification.

\* For international students only

\*\* For Malaysian students only

#### Level 5 (2)

Semester 1				Semester 2			
Core	5MU036	Recording Techniques	20 credits	Core	5MU031	Commercial Composition	20 credits
Core	5MU037	Introduction to Research	20 credits	Core	5MU032	The Professional Gig	20 credits
Core	5MU038	Arranging for Show Band	20 credits	Core	5MU039	Music & Sound Design for Visuals	20 credits
C/O	5MU040	LN221 - Entrepreneurship	2	C/O	5MU041	LN321 – Logic and Reasoning	2

#### Level 6 (3)

Year long modules (if applicable)			
Core	6MU013	Graduation Project	40 credits

Semester 1				Semester 2			
Core	6MU014	Commercial Studio Production	20 credits	Core	6MU017	Career Preparation	20 credits
Core	6MU015	Performance Recital	20 credits	Core	6MU019	Scoring for Orchestra	20 credits
C/O	6MU020	LN421 – Community Music Service	2				

### Module Information

#### 4MU028 – Aural Training

In this module, you learn a three-fold approach to ear training. In the aural recognition approach, you are trained to aurally recognise melodies and harmonic progressions derived from major and minor modes, along with rhythmic patterns written in mixed meters and to sing/play back what you hear on your principal instrument. In the sight-singing approach, you are trained to visually recognise melodies and rhythms, and to then sing them back immediately. In the final approach, you are taught to transcribe melodies, harmonic progressions and rhythmic phrases played.

#### 4MU029 – Digital Audio Applications

This module focuses on the use of software-based music production tools for music creation. You will learn to manipulate various software applications and audio plug-ins to generate audio signals. In addition, the fundamentals of digital audio workstation (DAW) systems will also be studied and will include audio signal and system concepts.

#### **4MU035 – Performance Practice in Jazz & R&B Music**

This module develops your group performance skills, individual musical skills and artistry on your principal instrument. You will explore and perform common repertoire in the Jazz and R&B idioms and learn about the prominent artists/composers in these genres.

#### **4MU031 – Contemporary Arranging**

This module introduces the instrumental characteristics of trumpets, saxophones and trombones and explores a wide variety of mechanical and non-mechanical voicing techniques, transpositions, and common instrumental combinations that are utilised in arranging music for horns. The module aims to broaden your knowledge and experience of arranging music for small and large ensembles featuring horns and the rhythm section.

#### **4MU036 - Performance Practice in Pop & Rock Music**

This module develops your group performance skills, individual musical skills and artistry on your principal instrument. You will explore and perform common repertoire in the Pop and Rock idioms and learn about the prominent artists/composers in these genres.

#### **4MU037 - Survey of Music History**

This module surveys the development of western music from medieval times to the 20<sup>th</sup> century through the study of form, structure, style, instrumentation, compositions and composers associated with each period/era. You will explore important historical, socio-economic and cultural events of each period/era. You will also trace the origins of Malaysian music and recognize the role of traditional music in cultural and religious practices.

#### **4MU039 – LN126 - Bahasa Melayu Komunikasi 2**

Kursus ini mengandungi dua tahap bagi memudahkan pelajar antarabangsa mempelajari dan menguasai bahasa Melayu secara teratur. Pada tahap asas, penekanan awal tertumpu pada aspek sebutan sebelum kosa kata yang bersesuaian mengikut konteks diperkenalkan. Pada akhir tahap ini, pelajar boleh berinteraksi menggunakan bahasa Melayu, dapat membaca serta memahami ayat bahasa Melayu mudah. Pada tahap pertengahan, penekanan pada aktiviti-aktiviti interaktif untuk meningkatkan kemahiran komunikasi pelajar di samping pengayaan kosa kata bagi memantapkan penguasaan dan keyakinan dalam penggunaan bahasa Melayu.

#### **4MU040 - LN127 - Tamadun Islam Dan Tamadun Asia (TITAS)**

Kursus ini membincangkan tentang ilmu ketamadunan yang mencakupi pengenalan ilmu ketamadunan, interaksi antara pelbagai tamadun Melayu, Cina dan India, Islam dalam Tamadun Melayu, Isu-isu kontemporari Tamadun Islam dan Tamadun Asia, Islam Hadhari dan proses pembangunan negara. Objektif mata pelajaran ini ialah untuk memperkenalkan kepada pelajar tentang ilmu ketamadunan yang mencakupi pengenalan ilmu ketamadunan, interaksi antara pelbagai tamadun, Isu-isu kontemporari dan implikasinya kepada proses pembangunan Negara di samping melahirkan pelajar yang mempunyai sikap hormat menghormati, mengamalkan nilai-nilai murni dan mempunyai jati diri sebagai warganegara.

#### **4MU038 - LN125 - Malaysian Studies 3**

Students will learn about the political history, systems and administrative structure of Malaysia. Apart from that, they will also evaluate the components of society and unity in a multi-racial society, plans and vision of national development, and current issues such as the development of humanity and society.

#### **4MU041 - LN128 - Hubungan Etnik**

Kursus ini memfokuskan perbincangan tentang hubungan etnik di Malaysia yang mana ianya merupakan proses hubungan sosial yang dinamik. Tujuan kursus ini adalah untuk meningkatkan pemahaman pelajar-pelajar tentang konsep kesepaduan sosial, potret hubungan etnik, konsep-konsep asas hubungan etnik, pluraliti dan masyarakat pluralistik di Malaysia, pembangunan politik, pembangunan ekonomi, dan perlembagaan Malaysia dalam konteks hubungan etnik di Malaysia, integrasi dan menangani cabaran, agama dan masyarakat, sumbangan kerajaan dan masyarakat

dan inter-etnik dan intra-etnik. Objektif mata pelajaran ini adalah untuk meningkatkan pemahaman pelajar-pelajar tentang konsep kesepaduan sosial, konsep-konsep asas hubungan etnik, pluraliti dan masyarakat pluralistik. Pelajar juga didedahkan dengan konsep pembangunan politik, ekonomi dan perlembagaan dalam konteks hubungan etnik di Malaysia.

### **5MU036 – Recording Techniques**

In this module, you will learn to use a range of analogue and digital recording systems. You will work in the recording studio and learn to apply a variety of multi-track recording techniques. You will learn to communicate with session musicians in the studio, work independently to plan recording sessions, and learn to manage a recording project from start to finish.

### **5MU037 – Introduction to Research**

This module introduces students to research. Students will learn research designs, the purpose and function of literature review and how to use library resources to locate, cite, and organize information. Students will also learn data collection methods through the development of surveys and interview questions, and how to interpret results.

### **5MU038 – Arranging for Show Band**

This module teaches students how to arrange music for 'live show' bands. Students will learn how to rearrange cover tunes (including musicals and jazz show tunes) and to arrange original music compositions to suit the instrumentation line up of 'live show' bands. In addition to arranging techniques, students will also evaluate the role of music directors in show bands and learn how to direct a show band.

### **5MU031 – Commercial Composition**

This module explores composition, production and business principles to create commercial music for albums/singles, jingles and visual media. The module aims to provide you with real-world practices of creating music in today's professional music industry.

### **5MU032 – The Professional Gig**

This module teaches you the production and performance of commercial music for large-scale events (corporate events/weddings, musical theatre and show-time concerts). The module aims to develop your knowledge and skills in performing standard commercial music repertoire, conducting rehearsals, planning stage set-ups, sound checks, and developing stage performance techniques.

### **5MU039 – Music & Sound Design for Visuals**

This module teaches the creative and aesthetic aspects of producing music using sound design for visuals. The module aims to broaden your compositional skills (writing music to suit visual/theme), arranging skills (instrumentation, orchestration, developing dramatic theme), application of music technology, and technical skills related to timing and synchronization methods.

### **5MU040 - LN221 – Entrepreneurship**

This module emphasises on the elements and strategies for starting and maintaining a business. Students explore important factors relating to financial, legal, economic, marketing, decision-making, human resource management, and operations management with respect to self-employment or running a freelance career in the music business.

### **5MU041 - LN321 – Logic and Reasoning**

This module teaches the concepts of logic and reasoning, and their practical application in everyday life. Students will learn to evaluate the validity and reliability of arguments and conclusions, and identify the reasons that support them. Students will also learn to spot inconsistencies or logical fallacies in reasoning, avoid irrational persuasion, and construct unbiased, valid arguments of their own.

### **6MU013 – Graduation Project**

This year-long module steers students to conduct an independent research in their penultimate semester based on a research question related to their career interest, and then to subsequently produce practical music works (also related to their career interests) in their final semester before graduation.

#### **6MU014 – Commercial Studio Production**

In this module, you will develop music production and engineering skills employed in the creation of professional recordings. You will gain a deep insight into the work and production approaches of leading producers and engineers through analytical studies. The module also aims to develop planning, communication and collaborative skills through production tasks.

#### **6MU015 – Performance Recital**

In this independent module, you will stage a thirty-minute recital of music, be it solo or group performance featuring original compositions or covers, arrangements and/or music production-based content. You will submit a proposal that describes the content of the recital and resource planning for the lecturer's approval.

#### **6MU017 – Career Preparation**

The module provides you with an understanding of the career patterns of music professionals within the changing environment of professional music, and prepares you for finding employment opportunities (job searches, resumes, cover letters, portfolios, etc.) The module also provides you the opportunity to propose and to complete a 150-hour work placement at an approved external internship site to gain real-world experience in your chosen career.

#### **6MU019 - Scoring for Orchestra**

This module begins with orchestral instrumentation and students will learn about the different instruments in the orchestra – strings, woodwinds, brass, and percussion and their placement within an orchestra. Students then learn orchestration, how to treat melody (foreground), harmony (background) and multiple lines for a combination of instrument groupings to create texture, blend and balance in the music. The student will also learn conducting techniques.

#### **6MU020 - LN421 – Community Music Service**

In this module, students will learn the principles and values of community service. They will be assigned to work in groups to complete a 40-hour community service project related to music. Students will work together to promote music appreciation, education, and music-making to an identified segment of society. Through the practical engagements in the project, students will develop soft skills such as communication, interpersonal, problem solving, presentation, and leadership skills.

### **University Academic Calendar**

[University Academic Calendar.](#)

### **Timetables**

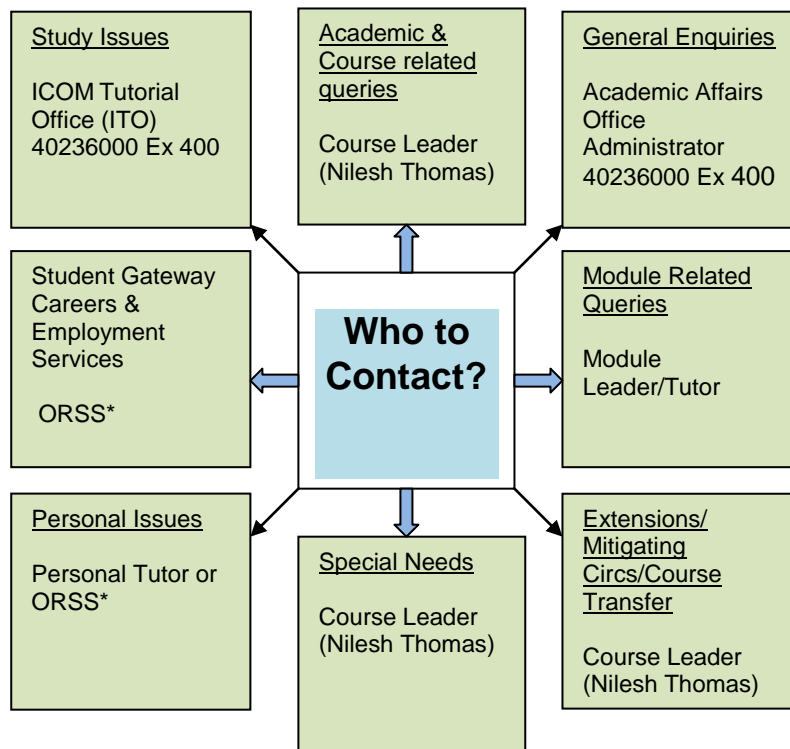
Timetabling information is available to you through your course leader for the modules that you have registered for.

## Where to get help with your course

### Local Student Support.

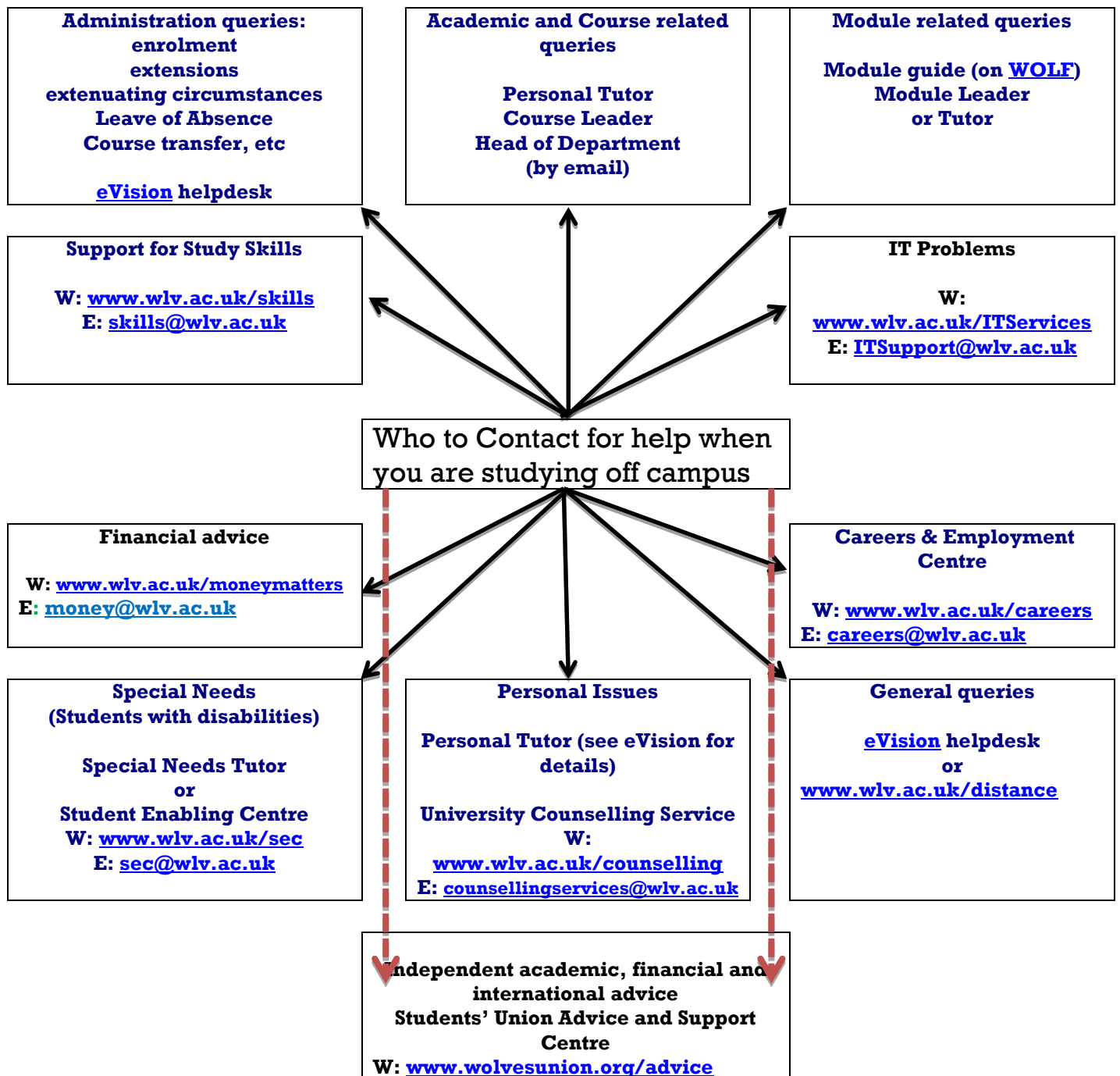
#### Student Support

If you encounter any issues (personal or academic) the following diagram directs you to the appropriate department or staff member.



## University Student Support

If you encounter any issues (personal or academic) the following diagram directs you to the appropriate department or staff member.





## **Extensions, Extenuating Circumstances and Leave of Absence**

The University wants all students to do their best. You are expected to take responsibility for your own learning and we know students perform best if they participate in all activities associated with their modules.

Very occasionally something may happen suddenly which is beyond your control and this will prevent you from attending an examination (or other test) or completing an assessment by the due date. Common reasons for needing additional help are poor health or a death in the family – although other reasons may apply.

**Extensions** - for some assessments there may be the option to apply for a short term (maximum 7 days) extension if you are experiencing difficulties in completing your work on time. You should apply for the extension via your [e:Vision](#) account on or before your assessment date and provide supporting evidence to your [Student Centre](#). On receipt of the evidence your claim will be assessed and you will be notified by e-mail if your extension has been approved and your revised submission date. Further details can be found [here](#).

**Extenuating Circumstances** – claims for extenuating circumstances are also submitted via your e: Vision account on or before your assessment date and again evidence to support your claim must be provided to your [Student Centre](#). Claims for Extenuating Circumstances tend to be for more serious matters and if your claim is accepted then it enables you to take the assessment at the next available opportunity without penalty. Further details can be found [here](#). If you have any queries regarding either of these processes then please log a call on the [e:Vision](#) helpdesk.

**Leave of Absence** - in more extreme cases of potential prolonged absence you might consider a temporary leave of absence. Students may temporarily suspend their studies a semester at a time (and up to a maximum of four semesters). You can apply for a Leave of Absence via [e:Vision](#) but we would strongly recommend that you get advice from your Personal Tutor, your [Student Centre](#) or the [Students' Union](#), particularly regarding the financial implications, before taking this step.

## **Health & Safety issues**

Students must adhere strictly to the safety policies. These include the wearing of appropriate clothing for practical work and conduct in the working environment. Food and drink must not be brought into the studios. Students producing projects must be aware of the need to conduct proper risk assessments at the outset of any project planning. Students who ignore safety instructions may not be allowed to participate in practical work.

For detailed guidelines on using the College facilities, refer to section 6 of ICOM's College Handbook for Academic Regulations, available through your CODA account.

## **Health and Wellbeing whilst using your computer**

As a student you will be using a computer for the majority of your study. The guidelines below are to promote good health and wellbeing in relation to your computer use.

### **Set-up and space**

Ensure you have a comfortable working area where you can have adequate space for your keyboard, mouse, monitor or laptop/mobile device and that you are in a comfortable seated position. Try to prevent eye strain by ensuring you have good lighting, adjusting your monitor to prevent glare and by cleaning your monitor regularly. If you are using a laptop for any extended length of time try to use an external mouse to prevent continued use of a laptop mouse pad which can cause strain injuries.

### **Taking a break**

You should take regular breaks away from the screen. One to two minutes away every thirty minutes can be most effective, with regular longer breaks every couple of hours. Physically moving away from the screen and working area will also allow for important stretching and increasing circulation as well as reducing eye strain from looking at the screen.

### **Progression for Further Study**

As a graduate of this course, you will also have opportunities to pursue graduate study options in music, recording arts, composition and education. The MMus Music course offered at the University of Wolverhampton is one of the many graduate courses available.

### **Career opportunities**

A Professional Music degree opens the door to a rewarding career as a performing musician, recording artist, songwriter, arranger, composer, music programmer, audio engineer, music technologist, music producer, music teacher or musical director.

### **Alumni**

*We're proud of your success. Be proud of your connection with us.*

Once you complete your studies you will continue to be part of the University of Wolverhampton academic community as one of our ever growing alumni community. The WLV Alumni Association is a university-wide association bringing together Wolverhampton graduates.

For further information please visit our [Alumni](#) website.

<b>VERSION</b>		<b>OWNER</b>	Registry
<b>APPROVED DATE</b>	June 2014	<b>APPROVED BY</b>	UQEC
<b>REVIEW DATE</b>	2014/5		