

Programme Specification

1. Awarding institution/body	University of Worcester
2. Teaching institution	Kidderminster College
3. Programme accredited by	N/A
4. Final award	Higher National Diploma HND
5. Programme title	HND Urban and Electronic Music Production
6. Pathways available	N/A
7. Mode and/or site delivery	Kidderminster College, on Campus
8. Mode of attendance	Full-Time and Part-Time
9. UCAS Code	043W
10. Subject Benchmark statement and/or professional body statement	Music 2008
11. Date of Programme Specification preparation/revision	April 2008. Updated December 2010.
<p>12. Educational aims of the programme</p> <p>The course is exceptionally vocational, with both simulated and real world experiences integrated into the programme. The fragmented entrepreneurial and freelance nature of the industry is reflected in the working content of the modules. The programme takes students through the theoretical and practical development of contemporary Electronic music creation, comprising of technical, compositional and business related disciplines along with a range of associated subjects. The course aims to ensure that all students will:</p> <ul style="list-style-type: none"> • acquire an entrepreneurial and business outlook within the music industry; • acquire compositional and technical knowledge required to support music creation; • develop critical and analytical approaches to music creation; • acquire creative approaches towards music production; • acquire and develop a range of industry specific and transferable skills and attributes which will aid academic study and employment; • develop independent judgment towards music analysis; • acquire an understanding of the music industry and its career opportunities. 	
<p>13. Intended Learning Outcomes and Learning, Teaching and Assessment Methods</p> <p>Learning Outcomes</p> <p>On completion of the course, students will be able to:</p> <ol style="list-style-type: none"> 1. to perform relevant contemporary music production activities; 2. use current industry standard music based software and hardware in the creation of music; 3. apply and develop theory and practice in the creation and understanding of music; 4. critically engage with and apply theory and techniques to a diverse range of situations; 5. demonstrate the ability to use, apply and evaluate a range of research activities; 6. generate music creation proficiency through the analysis and evaluation; 	

7. recognise the mechanism of the music industry.

Graduates also acquire a range of critical, creative and production skills and the **key subject skills** areas including:

- Apply the practical application of computer based music software within music creation activities
- Apply the appropriate use of music-related terminology correctly
- Demonstrate the practical application of music based computer hardware within music creation activities
- Develop critical music listening proficiency to aid music creation activities
- Contextualise music history development and analysis to inform music creation activities
- Demonstrate the practical application of studio based recording equipment and techniques within music creation activities
- Demonstrate a strong emphasis towards relevant Music Industry based practices
- Apply the practical use of keyboards and synthesisers within music creation activities
- Apply the practical set-up procedures involved in configuring a music-based computer
- Apply the practical set-up procedures involved in planning, preparing and operating a studio recording session
- Demonstrate technical and creative proficiency required for development of effective compositional skills by demonstrating imagination and an openness to new musical ideas
- Demonstrate the ability to work independently and within a group in the recording studio

Personal Skills

- To develop confidence by building a portfolio of work through a succession of learning experiences
- To develop self-discipline and patience through practical experience
- To develop motivational qualities to enable the successful completion of projects
- To allow students to develop various personal skills that will ensure learners can progress both professionally and educationally, plus the ability to respond positively to criticism.
- To develop the ability to use I.T. as an information resource in presentation, research, teamwork skills and communication activities

Cognitive Skills

- The ability to analyse music within historical, technical and aesthetical contexts
- Understand the production values of a variety of music productions and genres
- Identify influential producers, electronic music equipment and landmark music productions within the electronic music world by evaluating their importance to aid contextual reference within musical creation
- Develop research methodologies and approaches regarding the gathering of information
- Reflect critically upon learners' own music productions
- Apply reasoning and logic to problem-solving tasks
- Evaluate music within a passive context that will enable learners to judge music objectively
- To understand the production values attributed to Electronic Music creation to aid learners' own music creations
- To enable students to develop business awareness skills when exploring the possibilities that a career in music possesses.

Communication Skills

- To articulate learners' creative ideas and demands to others while working with a group
- To engage in the ideas of others within the music creation environment
- To collaborate practically, efficiently and effectively with respect of others within the music creation process.
- To enable learners to interact within a professional manner
- To analyse and articulate problems and issues within learners own work

- To develop presentation skills to demonstrate various learning activities

Transferable Skills

- To develop learning skills that are universally essential in forging professional expertise
- To possess a reflective outlook upon learners' own and others work
- To engage communicatively using a variety of mediums with a degree of confidence
- To develop an awareness of technical-based approaches to tasks and problem solving activities
- To generate initiative qualities
- To develop collaborative qualities
- To generate analytical skills
- To develop critical and interpretive skills
- To possess decision making qualities

Learning, Teaching and Assessment Strategies used to Support Achievement:

- Group lectures
- Workshops
- Seminars
- Group and individual presentations
- Individual tutorials
- Group tutorials
- Master classes
- Directed study
- Directed reading
- Peer group study
- Work shadow activities
- Independent learning
- Profiling of student qualities and transferable skills
- PDP focus
- Co-curricular study tours and visits
- e-learning activities
- Formative assessment strategies

14 Assessment Strategy

The HND Urban and Electronic Music Production programme demands a diversity of skills which involve complex processes and the application of study in a variety of ways and towards a range of outcomes. A level of creativity is central to the requirements and assessment is designed to be appropriate for creative activity and promote independent learning. The assessment programme is such that:

- Module learning outcomes relate to course outcomes
- Assessment criteria can be applied to all learning outcomes
- The programme is both course-led and student-centred and can be negotiated where appropriate
- The programme is process and product based

The assessed learning outcomes of the course can be classified as follows:

1. Conceptual - which involves research, selection and analysis;
2. Productive - which allows for the interpretation and application of research
3. Contextual/Critical - which involves critical thinking activities
4. Personal/Interpersonal - which allows for the development of related skills within organisational practices the completion of projects

The assessment strategy reflects the QAA Codes of Practice - Section 6 (September 2006)

Assessment activities should achieve four main objectives:

- To be a stimulating learning experience in their own right
- To allow students to demonstrate achievement and progression
- Match the learning outcomes
- To identify those areas where the individual learner needs further development

Formative and Summative Assessments

In order to achieve all four objectives, the course uses a variety of assessment methods with a range of learner-centred techniques. Both formative (informal) and summative (formal) assessment methods are used to aid learning and achievement in relation to summative assessments. Formative assessments carry no weighting and take a variety of forms, such as; unmarked tests, peer assessment and self assessment. Each assessment is aligned with its intended learning outcomes and learning activities, making clear the focus of assessment.

A representative sample of student work is moderated internally and then samples of all work are sent to the external examiner for further quality assurance. There are also appeals and complaints procedures in place for students in compliance with section 5 of the QAA Code of Practice.

There are no formal examinations for the HND Urban and Electronic Music Production. Students are expected to meet all submission deadline requirements for written and practical work.

The Range of Assessment Tasks

To meet the aims and objectives of the HND Urban and Electronic Music Production programme and the specific learning outcomes of each module, a variety of assessment tasks and formats are required. The notion of 'constructive alignment' of task and outcome is important to the programme structure. These include:

Practical tasks

- the creation of completed music productions for various contexts
- the planning, preparation and completion of various recording studio processes
- workshop exercises of closely-defined tasks intended to confirm learning
- practical development of keyboard techniques within music creation
- the co-operation of numerous learners' combined music creation skills
- collaborative involvement in studio production group

Written tasks

- report writing within module assessment
- essays of varying lengths, for example within Music Production Analysis module
- research activities, for example, within the History of Electronic Music module
- studio logs/production logs of recording sessions/music production activities
- analysis of practical and creative musical activities
- evaluation of music creation activities
- creation of a business plan
- creation of a case study
- learning journal development

Within the assessment structure, a number of considerations are required including:

- Module assessments are a maximum of 4,000 words
- Modules include formative and summative elements
- Modules are aligned with subject, course, module outcomes and learning and teaching methods
- All module learning outcomes are assessed summatively
- Students have the opportunity to achieve at all grade levels of assessment

The marking of assessments will adhere to the Undergraduate Regulatory Framework for HND document. Student feedback within assessments will be used to maintain support for students and aid learning.

All Key Skills requirements will be met with the completion of modules which correlate to specific Key Skills conditions.

Kidderminster College will adhere to regulations regarding assessment including plagiarism, cheating and

moderation as stated in the University of Worcester Registry Services website; 'Regulations for the Assessment of Students' document.

Internal and External Verification

Assessments are moderated by a second member of the team not involved in the module. A representative sample of written work is moderated internally and then samples of all work are sent to the external examiner for further quality assurance. In the rare cases where no decision is forthcoming a third marker may be called upon and the work moderated by the external examiner. There are also Appeals and complaints procedures in place for students in compliance with section 5 of the QAA Code of Practice.

To aid assessment activities:

- Criteria for assessments are clearly outlined in Module Contracts and Course Handbook
- Assessment strategies are confirmed as part of Annual Departmental reviews and observations
- All assignments receive a second mark through internal verification
- Module evaluation enables students to respond to the suitability of the assessment process
- An Assignment Overview will be given to students. This specifies the deadlines for each assignment during the year, giving students the opportunity to organise their work

15 Programme Structures and Requirements, Levels, Modules, Credits and Awards

The course is available in full-time and part-time modes, studied over two levels. Each level totals 120 credits. The programme consists of 15 modules, with 14 single modules (15 credits) and 1 double module (30 credits) *ELEC2007 Final Music Project*, which is studied during the final year of the programme.

The course is delivered over four 15-week semesters, within 3 hour teaching blocks that consist of a mix of lectures, seminars, workshops, tutorials, master-classes and individual and group study. All modules are mandatory.

During Level 4 study, students will develop a competent grounding in music technology, music creation and music analysis. This will enable students to gain an appreciation of the essential and fundamental aspects of music production, prior to more creative, technical and industry focused Level 5 modules. Level 5 study incorporates further advanced music creation skills and techniques and evaluative processes within a relevant business-minded framework and an independent learning focus.

Refer to Appendix 1: Award Map

16 QAA Academic Infrastructure

The programme is underpinned by appropriate theoretical approaches to music production e.g. analytic, critical and contextual and course design, assessment and student opportunity requirements from QAA Codes of Practice, which are central to course development, assessment and student opportunity.

The QAA Subject Benchmark Statement – Music (2008) has also been used to aid the following programme provisions, standards and attributes:

- Nature and Scope of Subject
- Subject Knowledge and Understanding
- Subject Skills and other Skills
- Teaching, Learning and Assessment
- Standards

The subject benchmark statement for Music (2008) has been used as an academic reference point to help describe the nature and characteristics of the programme and the standard of award appropriate to the various levels of the course.

Similarly, ongoing dialogue with music industry practitioners, music students, music teaching staff as well as research activities have all had their impact on the programme provision.

17 Support for Students

A variety of student support mechanisms are in place for students studying the HND Urban and Electronic

Music Production programme, including:

- A wide range of teaching and learning experiences e.g., theoretical and practical based lectures, workshops, seminars, master classes, peer group study, study tours and visits and e-learning activities
- Dedicated course handbook
- Use of a full Induction programme for 1st year students
- Individual and group tutorial sessions
- Personal tutor support
- Modules delivered by experienced lecturers and active music practitioners
- Visiting and external lecturer contact and support
- Course specific section of VLE
- Personal Development Plan (PDP) guidance
- Equal Opportunity Support from both Kidderminster College and University of Worcester
- Study skills support
- ICT Support
- E-Learning support
- Work shadowing activities
- Various non academic Student Support services from Kidderminster College
- Student Support from University of Worcester

Whilst learners studying the HND Urban and Electronic Music Production programme are University of Worcester students, the location of course delivery is Kidderminster College and therefore support may primarily come from services based at Kidderminster. University of Worcester support is available if the support required is more suitable to students' circumstances or when different areas of support are only available at Worcester.

Kidderminster College Student Support Services

Student Services is the first port of call for students at Kidderminster College. The College Student Guide which is available on-line or in printed form details student support, student life, resources, policies, statements and useful contact details. Support available includes:

- Course Information
- Careers advice
- Post-18 information, advice and guidance
- Accommodation information
- Financial help and advice
- Learning Resource Centre (LRC)
- Crèche Facilities and Childcare costs advice
- Welfare and benefits information
- Counselling Services and Support
- Educational advice
- Health advice

18 Admissions Policy, Criteria and Procedures

Admissions Policy for the course

The admissions policy for Urban and Electronic Music Production seeks to be inclusive, and the course is committed to widening participation to include all groups in society. The course is aimed towards learners with a variety of music related skills and career destinations. Generally, learners from the ages of 18 to 25 are the primary target age, with mature students that possess some experience of music or music technology particularly targeted. Both full-time and part-time learners are welcomed.

Recruitment will target a diverse and wide spectrum of possible learners on a local, national and international basis. Traditional marketing and promotional activities will be used, such as the placing of

advertisements within music and music technology based journals, promotional material distributed to music stores, art centres, recording studios, record stores and 6th Form Colleges, plus the use of new media resources, such as MySpace, Podcasts, YouTube, a specific course web-site and the creation of a new digital record label.

Educational marketing and promotional activities via open days/evening, Kidderminster College website and the publication of an annual prospectus will target more traditional and local learners.

Entry requirements

The current UCAS Tariff requirements for entry to the course are published in the prospectus.

Details of acceptable level 3 qualifications, policy in relation to mature students or applicants with few or no formal qualifications can be found in the prospectus or on the University webpages. Information on eligibility for accreditation of prior learning for the purposes of entry or advanced standing is also available from the University webpages or from the Registry Admissions Office (01905 855111).

Admissions procedures

Full-time applicants apply through UCAS (043W)

Part-time applicants apply directly to University of Worcester (UW)

Admissions/selection criteria

The UCAS application form is used to ensure that the applicant has sufficient academic qualifications and experience to be able to engage with the course.

Applicants will normally be required to attend an interview to discuss the programme and for an exploration of interviewees' knowledge, experience and abilities, unless an interview is deemed impractical or unnecessary. This may include a music performance audition or the listening to an audio portfolio created by the prospective learner. Decisions regarding student offers of acceptance or decline cannot be made subsequently after an interview.

19 Methods for Evaluating and Improving the Quality and Standards of Teaching and Learning

- Annual Departmental review of course
- Annual Departmental observation of individual tutors
- External Examiner visits and reports
- Student evaluation of each module
- Completion of Student Questionnaires within Tutorials
- Completion of annual course Self-Assessment Report (SAR)
- Kidderminster College Quality Assurance Policy with its performance indicators, performance measures, quality assessment and annual standards and targets for improvement
- Course Team Semester Meetings
- Regular Kidderminster College Creative Industries department meetings
- Student Representative meetings
- Student Annual Course Review meetings
- Course Team to participate in staff development and scholarly activity
- Annual Personal Development Report (APDR) with Section Manger
- Staff dedicated to equal opportunities

20 Regulation of Assessment (UMS)

Requirements to pass modules

- Modules are assessed using a variety of assessment activities which are detailed in the module specifications.
- The minimum pass mark is D- for each module.
- Students are required to submit all items of assessment in order to pass a module, and in some modules, a pass mark in each item of assessment may be required.
- Some modules have attendance requirements.
- Full details of the assessment requirements for a module, including the assessment criteria, are

published in the module outline.

Submission of assessment items

- Students who submit course work late but within 5 days of the due date will have work marked, but the grade will be capped at D- unless an application for mitigating circumstances is accepted.
- Students who submit work later than 5 days but within 14 days of the due date will not have work marked unless they have submitted a valid claim of mitigating circumstances.
- Students who fail to submit an item of assessment lose their right to reassessment in that module, and will be required to retake the module.
- For full details of submission regulations see Undergraduate Regulatory Framework.

Retrieval of failure

- Students are entitled to resit failed assessment items for any module that is awarded a fail grade, unless the failure was due to non-attendance or non-submission.
- Reassessment items that are passed are graded at D-.
- If a student is unsuccessful in the reassessment, they have the right to retake the module (or, in some circumstances, take an alternative module).

Requirements for Progression

- Students at Level 4 may be permitted to progress to Level 5 when they have passed at least 90 credits at Level 4.
- A student who fails 90 credits or more due to non-submission will be required to withdraw from the University.
- Students who pass less than 90 credits but have submitted all items of assessment will be required to retake modules.

Requirements for Awards

Award	Requirement
HNC	120 credits at Level 4 or higher
HND	120 credits at Level 4 and 120 credits at Level 5

These awards are not classified.

Institute-level Assessment Boards review and confirm results for modules, and the Board of Examiners considers students' mark profiles to make decisions about progression, awards and degree classifications as appropriate.

21 Indicators of Quality and Standards

- Kidderminster College has the Matrix Standard for Information, Advice and Guidance
- The matrix Standard is a unique quality framework for the effective delivery of information, advice and/or guidance on learning and work.
- Kidderminster College has the Investor in People kite mark
- University of Worcester Quality Assurance Agency audit 2005

In November 2005, the institution was audited by the Quality Assurance Agency. The audit confirmed confidence in the University's management of the quality of its academic programmes and the standards of its awards. The QAA particularly commended the University's supportive ethos and range of departmental and central services provided to students and staff in support of its mission to deliver an excellent inclusive higher education. The University will be audited next in 2011.

- External Examiner visits and reports
- Module Feedback analysis
- Link Tutor reports
- Course Committee meetings

- Completion of annual course Self-Assessment Report (SAR)

22 Employability and graduate destinations

The HND Urban and Electronic Music Production course is a vocationally focused programme that will install in students the necessary skills, ability, attitude and work ethic to compete professionally within the music, media and creative industries.

The course was developed by teaching staff at Kidderminster College that are actively involved in the Music Industry, who possess extensive knowledge and experience of the music and media world, giving the programme a very career-based outlook

Kidderminster College has long established links within the Music Industry and development bodies within the region, which will be available to students throughout the duration of the course. Interaction between the Course Team and music, media and arts based employees is an essential facet of the programme, particularly regarding the on-going delivery of the course and any subsequent improvements and amendments.

Links to the Music Industry include:

- AIM – Association of Independent Music
- Left Foot Promotions – Electronic music based events and promotions organisation
- JJM Studios – Commercial recording studios
- Surface Unsigned – UK’s largest unsigned music festival organisation
- Universe Media – UK based media organisation with record label division
- Uni Vibe – Commercial Recording studios based in the West Midlands
- Infinite Soul Music.com – Progressive U.S. based Soul/Jazz/Hip Hop/Electronica record label
- Futuristica Music – U.K. based contemporary Soul, Jazz and Hip Hop record label
www.futuristicamusic.com
- The Unsigned Guide – The definitive Music Industry resource
- M.A.S. Records – Development record label set-up by Kevyn Gammond and Robert Plant from Led Zeppelin
- Madhouse Studio – Rehearsal and recording studios based in Birmingham
- Brit Asia TV – Cable/Satellite TV channel
- Ian Walman – Top 5 UK chart music producer/sound engineer
- Robanna’s – Birmingham’s largest rehearsal and recording studio complex
- Picture Works – Leading audio/visual events organisation (Live 8, Glastonbury, Gatecrasher, Creamfields, Reading and Leeds Festivals etc.)
- WMCW – National network for women in music and creative industries
- David Lowe – Composer of BBC News theme, The One Show, Bafta Awards
- Ill Vibe Productions - Music production team (Philadelphia, USA)
- Plus other Music Industry links

The use of current industry standard resources is a significant factor in the progression of students from education to employment. This includes learners’ access to relevant music-based software, music technology-based hardware and the utilisation of Apple computers, the most popular computer platform within professional music industry circles.

During the programme, learners will integrate with numerous Music professionals, including a number of practitioners from overseas, whom students will have access during educational trips and seminars, particularly the U.S., Spain and France.

Student Progression

After successful completion of the programme, where the majority of modules at level 5 are shared with a related BA/BSc programme, students may be eligible to progress onto the final year of an Honours Degree programme. No requirement relating to performance above threshold level will be required.

Students entering a ‘top-up’ BA/BSc (Hons) programme or direct to the final year (Level 6) of a BA/BSc

programme, will have the honours classification calculated on the basis of the level 6 module grades only. Students will be offered advice and help concerning the educational programmes available during the course. Learners will also have access to careers and education advice from both University of Worcester and Kidderminster College, with learners encouraged to make full use of these services throughout the course.

Possible progression destinations include University of Wolverhampton, Birmingham City University (BCU) and Coventry University, who all offer Music Technology-based Honours Degree programme.

Details of student progression can be found in the AQU document: *'Policy regarding HND/FD awards and BSc (Hons) programme' document'*

Careers

The variety of careers available to learners completing the programme is very broad, due to the wide range of skills and knowledge-based activities studied. As a large degree of entrepreneurialism underlines the course, students will finish their studies with an insight into self-employment as well as contract-based professions.

Careers available to students on completion of the programme include:

- Music producer
- Audio post-production
- Music for media/TV/film/installations/performances
- Studio engineer
- Music composer
- Radio producer
- Remixer
- Media/Broadcast engineer
- Record label entrepreneur
- Sound designer/programmer
- Music marketing/promotions
- A&R
- Sound recorder
- Music technology tuition/music technology lecturer
- Music journalist
- Various record company/Industry careers
- Further music/music technology/media-based study
- Plus other music and media based careers

Please note: This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if s/he takes full advantage of the learning opportunities that are provided. More detailed information on the learning outcomes, content and teaching, learning and assessment methods of each module can be found in the module outlines and Section 3 of the course handbook. The accuracy of the information contained in this document is reviewed by the University and may be checked by the Quality Assurance Agency for Higher Education.

Appendix 1 - Award Map

Level 4

Module Code	Module Title	Credits	Status (Mandatory (M) or Optional(O))	Pre-requisites
			HND	
ELEC1001	Computer Systems for Music	15	M	None
ELEC1002	MIDI and Audio Music Production	15	M	None
ELEC1003	Music Listening Skills	15	M	None
ELEC1004	Principles of Sound and Digital Audio	15	M	None
ELEC1005	Audio Production Techniques	15	M	None
ELEC1006	Creative Keyboard Techniques	15	M	None
ELEC1007	History of Electronic Music	15	M	None
ELEC1008	Studio Techniques and Practices	15	M	None

HND Requirements at Level 4

All Level 4 modules are mandatory. Students must successfully complete 120 credits in total at level 4 to gain final award.

The range of modules available to learners may be expanded in the future.

Modules will emphasise the fundamental knowledge and skills required to obtain a competent grounding within the various disciplines associated with the programme. These skills become a foundation for a more technical, self-motivated and business minded approach studied during Level 5 modules.

Level 5

Module Code	Module Title	Credits	Status (Mandatory (M) or Optional(O))	Pre-requisites
			HNC	
ELEC2001	Advanced Production Techniques	15	M	None
ELEC2002	Creative Synthesis	15	M	None
ELEC2003	Music for Audio-Visual Contexts	15	M	None
ELEC2004	Music Industry and Entrepreneurship	15	M	None
ELEC2005	Creative Mixing and Mastering Techniques	15	M	None
ELEC2006	Music Production Analysis	15	M	None
ELEC2007	Final Music Project (Double Module)	30	M	None

HND Requirements at Level 5

All Level 5 modules are mandatory. Students must successfully complete 120 credits in total at level 5 to gain final award.

The range of modules available to learners may be expanded in the future.