

MUS 4740Y (F/W2023)

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ADVANCED PRODUCTION PROJECT

Prerequisites

ONE OF MUS 3738A/B or 3739A/B. Unless you have either the requisites for this course (MUS 3738A/B or MUS 3739A/B) or written special permission from your Dean to enrol in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.

Learning Outcomes

A capstone project for the BA in Popular Music Studies, 4740Y helps students identify, market, and exploit, professional income streams for their creative practice.

Course Materials

There are no required materials for this course. That said, students are asked to set aside their typical budget for course materials to help pay for the promotion and marketing of their projects.

Evaluation

Informal Midterm Update (10%). Due Monday 23 October by 7pm. Details TBD as a class.

Project Brief (30%). Due Monday 4 December by 7pm. Details TBD as a class.

Final Project (60%). Due Monday 8 April by 7pm in class. Details TBD as a class.

Grading Scale

A+ = 90-100%, A = 80-89%, B = 70-79%, C = 60-69%, D = 50-59%, F = 0-49%.

Office Hours

I am available for consultation outside class by appointment. Please contact me to arrange a time for a Zoom session. I prefer not to conduct course business by email, and I do not answer questions about course content by email. On the rare occasion that a student misses a lecture for legitimate and medically documented reasons, I will provide assistance with course material, but please be advised that I do not give private summaries of lectures. Students should rely on their peers to gather, and understand, material from classes they miss. See me only to clarify what you and your peers cannot grasp independently

Course Schedule

4740Y is a Y designation course, which names “a 0.5 course offered in other than a regular session.” According to Senate policy at Western University, “a half (0.5) course at the undergraduate level shall require a minimum of twenty-four (24) contact hours.” In the case of a Y designated course, this means that we will meet as a group no less than 8 times, in total, over the course of the fall and winter semesters. More information on Senate academic policies at Western University can be found at: https://www.uwo.ca/univsec/pdf/academic_policies/registration_progression_grad/coursenummering.pdf. Topics to be covered, as a group, are:

UNIT ONE: GENERAL INTRODUCTION

11 September: TC 200
Introduction to the Course Concept & Student Resources
Discussion of Project Possibilities & Ideas

18 September
Further Discussion of Project Possibilities
Setting Up For Work In TC 345a

UNIT TWO: PROJECT PLANNING & MANAGEMENT

2 October
Workshop of Project Ideas
Project Management
Gig Board: Production v. Engineering

23 October
Due: Informal Midterm Update (10%)
Grouping of Projects By Interest

13 November
Workshop of Project Briefs

20 November
Marketing & Promotions Strategy Sessions

4 December
Due: Project Brief (20%)

UNIT THREE: THE PROJECT PER SE

8 January
Orientation to *The Project Per Se*

8 April
Due: Final Project (70%)

Additional Statements

Academic Consideration for Student Absence and Missed Work ($\geq 10\%$)

Students are responsible for making up any missed classes or assignments as soon as possible. The University recognizes that a student's ability to meet their academic responsibilities may, on occasion, be impaired by medical illness. Illness may be acute (short term), or it may be chronic (long term), or chronic with acute episodes. The University further recognizes that medical situations are deeply personal and respects the need for privacy and confidentiality in these matters. However, in order to ensure fairness and consistency for all students, academic accommodation for work representing 10% or more of the student's overall grade in the course shall be granted only in those cases where there is documentation indicating that the student was seriously affected by illness and could not reasonably be expected to meet their academic responsibilities.

Documentation shall be submitted, as soon as possible, to the Office of the Associate Dean, Undergraduate (TC210), together with a request for relief specifying the nature of the accommodation being requested. Students are directed to read the Senate policy on accommodation for medical illness at the following website for further details regarding requirements and procedures for the supporting documentation:

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_medical.pdf

Whenever possible, students who require academic accommodation should provide notification and documentation in advance of due dates, examinations, etc. Students must follow up with their professors and their Academic Counselling office in a timely manner.

Academic Consideration for Student Absence and Missed Work ($< 10\%$)

In cases where students miss work that is worth less than 10% of the total course grade (ie. two or fewer assignments) due to medical illness or compassionate grounds, if documentation is voluntarily submitted to the Associate Dean's office and the Associate Dean grants an accommodation, then the missed assignment(s) or quiz(zes) will be discounted in the calculation of the final grade for the course. If documentation is not voluntarily submitted then the missed assignment(s) will receive a grade of zero. Students who have been denied accommodation by an instructor may appeal this decision to the Associate Dean's office but will be required to present appropriate documentation.

Academic Offences

Submission of work with which you have received help from someone else (other than the course instructor or TA) is an example of plagiarism, which is considered a major academic offence. Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, as found at: http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf

MENTAL HEALTH & WELLNESS

Students that are in emotional/mental distress should refer to the Health and Wellness at Western page (<https://www.uwo.ca/health/>) for a complete list of options about how to obtain help or to go to the Wellness Education Centre located in UCC room 76. **Students in crisis in need of immediate care are directed to go directly to Student Health Services in UC11 or to click on the green “I Need Help Now” button on the Health and Wellness page above.**

ACCOMMODATION FOR STUDENTS WITH DISABILITIES

Students work with Accessible Education Western (AEW, formerly SSD) which provides recommendations for accommodation based on medical documentation or psychological and cognitive testing. The accommodation policy can be found here: https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic%20Accommodation_disabilities.pdf

RELIGIOUS ACCOMMODATION

Students should consult the University’s list of recognized religious holidays, and should give reasonable notice in writing, prior to the holiday, to the Instructor and an Academic Counsellor if their course requirements will be affected by a religious observance. Additional information is given in the Western Multicultural Calendar.

<http://multiculturalcalendar.com/ecal/index.php?s=c-univwo>

CONTINGENCY PLAN

Although the intent is for this course to be delivered in-person, the changing COVID-19 restrictions may necessitate some or all of the course to be delivered online, either synchronously (i.e., at the times indicated in the timetable) or asynchronously (e.g., posted on OWL for students to view at their convenience). The grading scheme will **not** change. Any assessments affected will be conducted online as determined by the course instructor.

GENDER-BASED AND SEXUAL VIOLENCE

Western is committed to reducing incidents of gender-based and sexual violence and providing compassionate support to anyone who has gone through these traumatic events. If you have experienced sexual or gender-based violence, either recently or in the past, you will find information about support services for survivors, including emergency contacts at

https://www.uwo.ca/health/student_support/survivor_support/get-help.html. To connect with a case manager or set up an appointment, please contact support@uwo.ca or call 519 661-3568.

EXAMINATIONS & ATTENDANCE

Any student who, in the opinion of the instructor, is absent too frequently from class or laboratory periods in any course will be reported to the Dean of the Faculty offering the course (after due warning has been given). On the recommendation of the department concerned, and with the permission of the Dean of that Faculty, the student will be debarred from taking the regular examination in the course. The Dean of the Faculty offering the course will communicate that decision to the Dean of the Faculty of registration.

