



Programme Specification

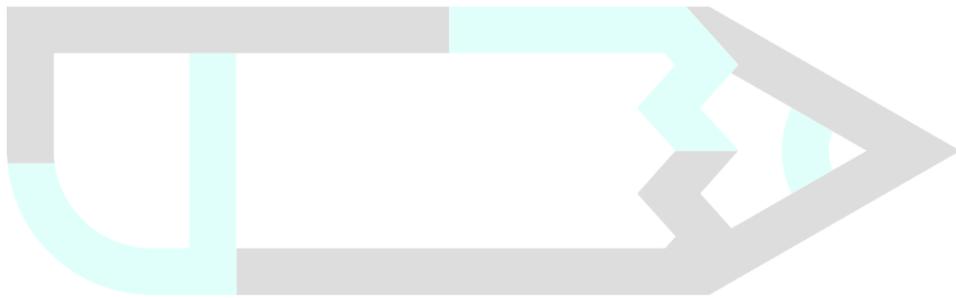


HND Music Production



Programme Title	HND Music Production
Awarding Organisation	Edexcel/BTEC
Teaching Institution	Shrewsbury Colleges Group
Title of final Award	HNC/D Music Production
Intermediate Awards	BTEC Higher National Certificate Music Production
Approval Date/Review Date	External visit 25/05/16, Course Released 04/06/16
Mode of Study	Full time. Part time options may be available.
Course Length	Two Years
Course Code	FLR5HMT001-171A
UCAS Code	W374
QAA Subject Benchmarks	
JACS Code	W3
Accrediting Professional/Statutory Body	
Accreditation Type	
Accreditation Details	
Criteria for Admission to the Programme	<p>All applicants are individually assessed on their qualifications, skills and experience. However, a typical A-Level, BTEC or other L3 study programme offer will be 64 UCAS tariff points (2017). GCSE or equivalent in Maths and English or willingness to work towards. International applicants require a current IELTS 5.5 score, with no single skill being below 5.</p> <p>Accreditation may be given for prior learning both academic and work based.</p>
Minimum/Maximum Numbers	<p>Minimum 4 Maximum 18</p> <p>Applicants will be advised w/c the 27th August 2018 if insufficient numbers have been recruited to make course viable.</p>
Course Fee	<p>£5,940 per year (£49.50 per credit) for duration of course.</p> <p>Please refer to the published fee policy for information on international fees, when your fees are due and how they will be collected.</p>
Additional Costs	Hard drive or Memory stick, Headphones
Date of Production	September 2017
Proposed Revision Date	June 2018

Welcome
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This Programme Specification contains an overview of HNC/D Music Production and how it will be taught and assessed at Shrewsbury Colleges Group. At the end of the document you will find some more general information on support and guidance available to you whilst studying with us. This document should be read in conjunction with the Edexcel/BTEC Higher National Specification for this award.

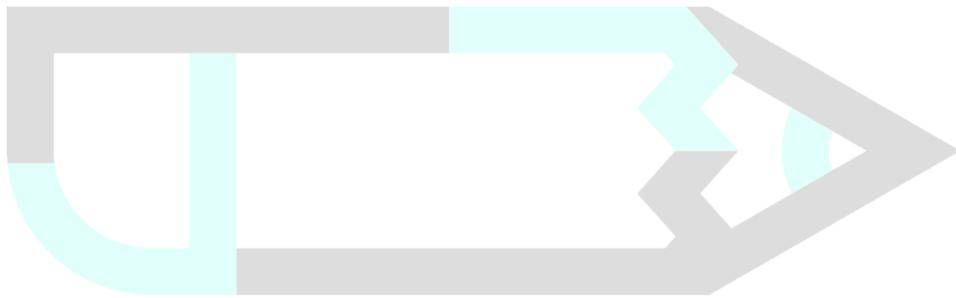
<http://qualifications.pearson.com/en/qualifications/btec-higher-nationals/music-2010.coursematerials.html#filterQuery=category:Pearson-UK:Category%2FSpecification>

We hope you choose to come and study with us at Shrewsbury Colleges Group and take advantage of the opportunity to access Higher Education locally in Shropshire. Additional information on student learning support, finance and our policies and procedures can found on our website at:

www.shrewsbury.ac.uk/higher_education

At Shrewsbury Colleges Group we are committed to providing vocationally relevant arts education for the creative industries and enabling our students to both enjoy a creative journey and gain crucial employability skills within their chosen area. We strive with our students to make the creative journey from student to working professional achievable and enjoyable. All creative courses provide challenge and enable our students to both express themselves and understand their work in a wider context through research and analysis of the work of others. We are building our visiting lecturer and study visits programme, to provide a programme of both personal and professional development for all of our students. In Creative Arts we recognise that not all of our learners are looking for a career change and perhaps have come to Art & Design after a full working life, for these students we involve them fully in the activities within our faculty and they provide a great sounding board for younger students. A diverse mix of

ages, abilities and outlooks provide for a healthy and dynamic creative atmosphere that benefits all our learners. We welcome you and look forward to working with you throughout your course here at Shrewsbury Colleges Group.



Staff Profiles



Higher Education Lead: Helen Fellows

Telephone: (01743) 342439

Email: helenf@shrewsbury.ac.uk

Helen manages and oversees the quality of Higher Education at Shrewsbury Colleges Group.



Curriculum Leader Creative Arts & Media: John O'Connell

Telephone: (01743) 342439

Email: Johnoc@shrewsbury.ac.uk

John is an experienced manager and leader of Arts Education in both Higher Education and Further Education environments.

Course Tutor: Ian Round

Telephone: (01743) 342 427

Email: ianr@shrewsbury.ac.uk

Ian has a background in Music Production, DJ'ing and running a record label. Ian has taught Music Technology from level 2 to level 5.

Ian recently achieved an MSc in Music Technology. Ian's specialties include Electronic Music Production, Acoustics, Studio Recording and Pro Tools production.



Course Tutor: Beth McGowan

Telephone: (01743) 342 427

Email: bethmc@shrewsbury.ac.uk

Beth is an experienced live sound engineer and educator. She has over 20 year's experience in the Music Industry. Her specialties include Live Sound, Studio Recording and Music Business. She also has numerous connections in the industry.



Student Support Tutor for HE: Victoria Thornton

Telephone: (01743) 342 553

Email: victoriat@shrewsbury.ac.uk

Victoria is available to support you on your course. This could be help with research or organisation of work, presentation skills or referencing. Email her directly for any questions that you might have.



Overview of the Award – what does the course involve

Edexcel BTEC Higher Nationals are designed to provide a specialist vocational programme, linked to professional body requirements and National Occupational Standards. They offer a strong, sector-related emphasis on practical skills development alongside the development of requisite knowledge and understanding.

The qualification provides a thorough grounding in the key concepts and practical skills required in their sector and their national recognition by employers allows direct progression to employment. A key progression path for Edexcel BTEC HNC and HND students is to an honours degree programme, this depending on the match of the Edexcel BTEC Higher National units to the degree programme in question.

This course is the ideal place to begin your higher level studies in Music Production. If you have qualifications in Music Technology and a passion for Music Production this is the course for you. Study locally at a fraction of the cost of studying at University. Work in one of our purpose built recording studios on Pro Tools 11 and develop an understanding of Music Production. You will have access to Reason 8 and numerous outboard effects and audio processing equipment. During the course you will develop a deep understanding of the science of sound, advanced recording techniques and audio post-production. Once you have completed the course you can progress onto the HND Music Production here or progress to the 2nd year of a Degree at University.

To ensure that this programme complies with the Colleges internal monitoring processes an External Verifier ensures that we assess learner performance in

accordance with national standards and evidence requirements. At the last annual visit the External Verifier for this award identified the following areas of good practice:

The staff are all vocationally trained, have considerable professional experience and are competent teachers. They are encouraged to keep up to date with changes in the industry and to continue working professionally whenever there is the opportunity and time permits.

Programme Aims

Aims of the programme:

The academic content of this programme concentrates on providing opportunities for full-time students to gain a nationally recognised vocationally specific qualification to enter employment in the performing arts and cultural industries or progress to higher education vocational qualifications such as a full-time degree in music production, events management, acoustics, music performance or related area.

Programme Learning Outcomes

The Edexcel BTEC Level 4 HNC Diploma in Music is designed to:

- equip individuals with knowledge, understanding and skills for success in employment in the music industry
- enable progression to an undergraduate degree or further professional qualification in music
- provide opportunities for specialist study relevant to individual vocations and contexts
- support individuals employed or entering employment in the music industry
- develop the individual's ability in the Music Production industry through effective use and combination of the knowledge and skills gained in different parts of the programme

- develop a range of skills and techniques, personal qualities and attributes essential for successful performance in working life and thereby enabling learners to make an immediate contribution to employment
- provide flexibility, knowledge, skills and motivation as a basis for future studies and career development in music.

The Edexcel BTEC Level 5 HND Diploma in Music is designed to:

- equip individuals with knowledge, understanding and skills for success in employment in the music industry
- enable progression to an undergraduate degree or further professional qualification in music
- provide opportunities for specialist study relevant to individual vocations and contexts
- support individuals employed or entering employment in the music industry
- develop the individual's ability in the music industry through effective use and combination of the knowledge and skills gained in different parts of the programme
- develop a range of skills and techniques, personal qualities and attributes essential for successful performance in working life and thereby enable learners to make an immediate contribution to employment
- provide flexibility, knowledge, skills and motivation as a basis for future studies and career development in music.

This programme is distinctive because:

Students are given the opportunity to design projects and assignment work.

Teaching staff all have industry relevant experience and use this to generate 'real world' opportunities for study and practice. Project work includes working in our venue on site and in venues around Shrewsbury as well as learning and running

our studios on a commercial basis. Students wishing to pursue a career in community based work, teaching or workshop delivery are given opportunity to gain experience and make professional connections which have in previous years led to paid work. All students are encouraged and supported to develop entrepreneurial skills, to seek out work opportunities suitable for their skills and career aspirations.

On successful completion students should be able to:

- Progress on to 'top-up' university courses to achieve a full BA(honours) degree in relevant subject
- Apply for work in a variety of employment areas.

Employability

The majority of our students progress to study Music or Music Production at a higher level at university. Many of them have started careers as professional musicians, technicians and sound engineers either straight after completing this course or after completing their degree at university.

Programme Structure, Modules and Credits

Award title: HND Music Production (Year 1)

Y E A R O N E		Music In Context (15 Credits) Level 4	Creative Arts Research Skills (20 Credits) Level 5	Studio Recording & Engineering (15 Credits) Level 4	Music Studio Production (15 Credits) Level 5	
		Computer Music Composition & Production (15 Credits) Level 5	Live Sound for Small Venues (15 Credits) Level 4	Audio Master and Manufacture (15 Credits) Level 4	Audio Post Production (15 Credits) Level 5	Principles of Musical Sound (15 Credits) Level 4

Award title: HND Music Production (Year 2)

Y E A R T W O		Critical Music Listening (15 Credits) Level 5	Music Technology Level 4 (15 Credits)	The Music Business in the 21 st Century (15 Credits) Level 5	Composing for Film & Television (15 Credits) Level 5
		Preparation, Process and Production in the Creative Arts (20 Credits) Level 5	Planning for Public Performance Level 5 (15 Credits)	Research Project Level 5 (15 Credits)	Sound Creation & Manipulation Level 5 (15 Credits)

All modules must be passed to achieve the qualification at both levels.

Bold = Core

Teaching and Assessment

How will I be taught?

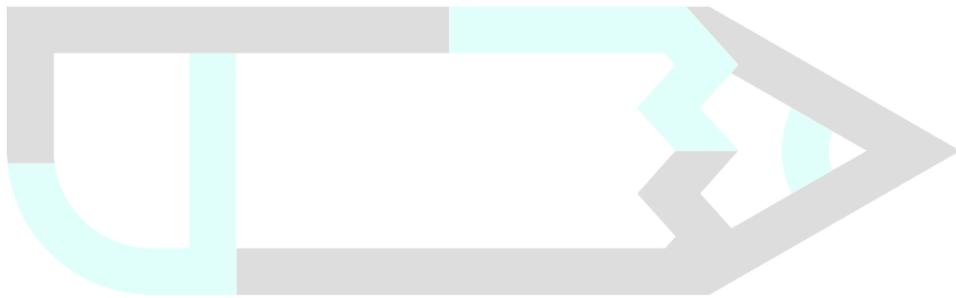
On the Higher National Diploma in Music Production your time will be split between tutor-led skills based classwork and autonomous self-study. You will attend tutor-led session for three days a week with the expectation that you will do a comparable amount of time working on your own projects autonomously or with fellow students as required. There will be times during the year when you will be required to attend college for rehearsal/production sessions or professional workshops that are extra to your normal required attendance. You will be given prior notice of any alterations. The course will features units which directly relate to work experience where you will be taught to manage the recording studios and run the process from start to finish, from arranging bookings to recording, mixing and mastering projects.

How will I be assessed?

You will be required to complete an assessment for each module of your course.

Your work will be assessed in each unit through the completion of project based assignments. The work you will be required to complete will be a mixture of theoretical and practical projects, always with the emphasis on relevance to the Music industry. Alongside the development of practical skills across the disciplines of recording, production and performance based work you will be encouraged to explore an entrepreneurial approach to the music industry. Students are required to be reflective and critical in developing evidence-based solutions to questions founded on both theory and referenced opinion from other sources. This will allow them to actively demonstrate their understanding, interpretation and judgement. These are all skills needed to be a successful employee. Assessment can take a number of forms including logs, group work,

presentations, exams and assignments. There are no formal timed examinations for this Award.



Information in this section applies to you as a HNC/HND student considering applying to Shrewsbury Colleges Group to study in September 2018.

Applying

Full time applications for this Award need to be made through UCAS at:
www.ucas.com/ucas/undergraduate/register

Part time applications for this Award need to be made directly to our Admissions Team via the online application form on our website.

For more information on our application process or to receive the application form in an alternative format, please access:

www.shrewsbury.ac.uk/higher_education/how_to_apply or contact our admissions teams on (01743) 342346.

Induction

Students will be provided with a structured Induction Programme covering:

Welcome Event – June

Enrolment Event – August/September

Induction Events – September/October

- College Induction
- Programme Induction
- Student Finance Support Session for those with outstanding queries

Student Charter

The College has a HE Student Charter which sets out the standards of conduct expected of tutors and students on programme with us. Follow this link for more information: http://www.shrewsbury.ac.uk/higher_education/he_policies

Assessment

Learners must achieve a minimum of 120 credits (of which at least 65 must be at level 4) on their programme of learning to be awarded a BTEC Level 4 HNC and a minimum of 240 credits (of which at least 125 must be at level 5 or above) to be awarded at BTEC Level 5 HND.

Learners will be awarded a pass, merit or distinction grade using the points gained through the 75 best credits based on unit achievement.

It is important that you attend sessions to ensure you are able to submit appropriate work for assessment. If you fail to submit by the published deadlines you will be withdrawn from the module and may fail the award.

The College regards plagiarism in assessment as a serious matter. Cases will be investigated in line with the College HE Malpractice and Maladministration policy and potentially the College Student Behavior Policy.

You should speak with your personal tutor if you are having problems attending or submitting assessment as the College has a policy for extenuating circumstances. The Course Leader will support you in making an application to make a late submission or defer assessment if your personal circumstances allow it. Follow this link for more information:

http://www.shrewsbury.ac.uk/higher_education/he_policies

What happens if I fail a unit?

All students are entitled to one re-submission opportunity if the work they initially submit is judged to have failed.

However, if the initial work is not covered by extenuating circumstances, and you submit work for the module for a second attempt (called a **referral**) the maximum mark that can be awarded for re-submission is the threshold pass mark; i.e. 40% grade point 4 for levels 4 and 5.

If the re-submitted failed work or non-submission is covered by a successful extenuating circumstances claim then the re-submitted work is considered 'as if for the first time' and can receive its full awarded mark.

Appeals

The College has formal procedures for appeals if you have grounds for believing that your work has not been assessed fairly. For further information, please speak to your course tutor or the curriculum area leader within seven days of your assessment being returned. Follow this link for more information:

http://www.shrewsbury.ac.uk/higher_education/he_policies

Assessment and Award Boards

All summative assessment grades are agreed at formal Assessment and Award Boards held at regular intervals throughout the year at the College.

Support for students with additional needs

We aim to ensure that individual needs are met before starting a course and during the course of study. Our Student Support Tutor for HE runs a study skills support programme throughout the academic year. This covers academic skills such as:

- Assignment planning
- Presentation skills
- Critical thinking
- Reading and note-making
- Referencing
- Time Management & organisation

These will be advertised and accessible to all HE students. The HE tutor will also be available to work with and support learners with an identified additional learning need or disability. If you're a current HE student or prospective HE student with additional learning needs the sooner you inform us the earlier we can discuss and advise you on the support available for you while you study.

Learning support can also be provided by approved Disabled Student Allowance (DSA) providers for Higher Education Students studying at Shrewsbury Colleges Group who have an identified **disability, mental-health condition, medical condition**, or a **specific learning difficulty** and who are in receipt of DSA. If you have an identified **disability, mental-health condition, medical condition**, or a **specific learning difficulty** an application to Student Finance for *Disabled Students Allowance* will need to be completed along with supporting evidence of your disability.

Follow this link for more information:

http://www.shrewsbury.ac.uk/higher_education/disabled_students_allowance

<https://www.gov.uk/disabled-students-allowances-dsas/overview>

Student Services

You will have full access to the support facilities offered by the Student Services Department located in the Hub at Shrewsbury Colleges Group, they can support you in accessing financial support, health services, counselling etc. Their opening

hours are Monday to Thursday 8.30 – 7.00pm and Friday 8.30 – 5pm. To make an appointment please call (01743) 342323.

You will also have access to support through the 'Agency' at the College, this team provide advice and guidance on work experience opportunities, enrichment opportunities (including volunteering), careers advice and employability support.

Equal opportunities and harassment policies

Our staff are committed to facilitating equal opportunities for all students irrespective of race, religion, age, gender, sexual orientation, nationality, disability or creed. If you consider that any form of discrimination or prejudice is occurring either to yourself or to another student please raise this with your Course Leader or the Curriculum Leader for your course.

We have a strict anti-harassment and bullying policy. If you believe that you are being harassed either by a member of staff or by another student please raise this with your Course Leader or the Curriculum Leader for your course.

You can access the Colleges policies relating to equal opportunities and harassment by clicking this link:

www.shrewsbury.ac.uk/policy

Safeguarding and health and safety

All students and staff are required to comply with safeguarding and health and safety requirements at their various places of practice and learning. Follow this link for more information:

<http://www.shrewsbury.ac.uk/support/safeguarding>

The Safeguarding team can be contacted at safeguarding@shrewsbury.ac.uk or on 07792 147365.

Quality improvement: Listening to your views

We aim to make your experience both worthwhile and enjoyable and to continually improve the quality of our awards. Therefore, we value your feedback about the quality of our programmes. Student Consultatives will be held every term and a nominated representative from your group will attend these to provide feedback on your experience, please let your Course Tutor know if you would like to become a student representative. An end of course review will also be carried out to obtain your feedback.

Concerns

We really hope you never have any reason to be dissatisfied with the delivery of your course and/or the support we provide you with here at Shrewsbury Colleges Group, however we are aware that sometimes things go wrong. If your concerns are affecting the whole of your group please use the Student Consultative meetings to air your concerns and enable us to resolve your complaint, if able.

If your concern is of a more personal nature, in the first instance we would always encourage you to talk over your concerns with your Course Tutor or whoever it is that has been providing the service you are unhappy about, often things can be resolved quickly in these circumstances. The HE and Education Lead is also available to chat things over on a one-one basis.

If you wish to formalise your complaint you will need to access the guidance in our HE complaints policy:

http://www.shrewsbury.ac.uk/higher_education/he_policies

If following your complaint/appeal to the College you feel that our regulations have not been applied properly or procedures followed incorrectly The Office of the Independent Adjudicator (OIA) can consider whether the decision made by ourselves was fair and reasonable. More information can be found here:

www.oiahe.org.uk

Term and Conditions/Policies and Procedures

Please ensure the Terms and Conditions you are issued with at offer stage are retained for your reference.

Policies and procedures to support you during your studies can be found at:

http://www.shrewsbury.ac.uk/higher_education/he_policies

During the year it may be necessary to make minor changes to our Terms and Conditions/Policies and Procedures. We will advise you of any such changes once you have accepted an offer with ourselves and update our website accordingly.

HE Regulatory Information

Regulatory information can be found at:

https://www.shrewsbury.ac.uk/images/downloads/Regulatory_Information.pdf