

SYLLABUS

Code: MUTC 111

Title: Finale® I

Division: Arts and Communications **Department:** Music

Course Description: This course covers the basic principles needed to create a musical project on Finale®. The course will guide the student through the basic skills and tools of installation, score set-up, MIDI connections, note entry methods, simple editing tools and basic playback. The material focuses on Finale® software and covers beginner-level functions and feature enhancements.

Prerequisites: MUSI 101 and MUPF 101 or Placement tests. Basic computer skills: working with files, email, internet.

Corequisites:

Prerequisites or Corequisites

Credits: 3

Lecture Hours: 3

Lab Hours:

REQUIRED MATERIALS:

USB data memory stick. Additional materials may be provided by the instructor.

ADDITIONAL TIME REQUIREMENTS:

In addition to class time, students will need to dedicate approximately 6-9 hours per week to work in the Music Technology Studio. This time will be essential to the successful completion of course objectives. A learning assistant will be available during regularly scheduled lab hours to work with students.

COURSE LEARNING OUTCOMES:

Upon completion, students will be able to:

- Apply introductory-level proficiency of the digital audio/MIDI notation environment.
- Distinguish between the Edit, Mix, and Notation windows of Finale®.
- Apply introductory terminology and concepts to the creation of an edited project.
(Technological Literacy, Critical Thinking, and Creative Expression)

GRADING STANDARD:

Class meetings include lectures, tutorials, demonstrations, discussions, critiques, and student presentations. Assignments will include tutorials, critical readings, and projects. The project assignments will culminate in completed works that will be evaluated from both technical and creative perspectives.

Course grading is based upon:

Tests

Three unit tests @ 15% each

45% of final grade

Tests will demonstrate a student's ability to apply information from readings and class discussions.

SYLLABUS

Lab Projects

Six lab projects @ 5% each

30% of final grade

Discussion Forum Participation

10% of final grade

Each student is responsible for posting, on a weekly basis, thoughtful comments and questions on the course blog. This is meant to help facilitate, guide, and educate each other.

Preparation and Attendance

15% of final grade

Being prepared and attending all classes is imperative.

Attendance Policy: one absence will be excused, however subsequent absences will result in a deduction of 10% of your final average for each absence.

Lateness Policy

Arriving late by fifteen minutes or leaving early will be considered an unexcused absence.

Grading

A grade of "A" will be assigned for students with a total point accumulation of between 93-100.

A grade of "A-" will be assigned for students with a total point accumulation of between 90-92.

A grade of "B+" will be assigned for students with a total point accumulation of between 87-89.

A grade of "B" will be assigned for students with a total point accumulation of between 83-86.

A grade of "B-" will be assigned for students with a total point accumulation of between 80-82.

A grade of "C+" will be assigned for students with a total point accumulation of between 77-79.

A grade of "C" will be assigned for students with a total point accumulation of between 70-76.

A grade of "D" will be assigned for students with a total point accumulation of between 60-69.

A grade of "F" will be assigned for students with a total point accumulation below 60.

COURSE CONTENT:

UNIT I: Introduction to MIDI input

- What is Coda Finale?
- MIDI Data
- Basic methods of input
- Overview of MIDI
- MIDI interface options
- MIDI Setup
- Virtual Instruments
- Recording MIDI and Instrument Tracks
- Editing MIDI and Instrument Tracks

Unit II: Coda Finale Terms and Concepts

- Coda Finale Data and Files
- How Coda Finale Handles Audio

Unit III: Your System Configuration

- Basic Components
- Coda Finale system Configurations
- Control Surfaces

Unit IV: Creating Your First Coda Finale Session

- Setting Up a New Session
- Input and Editing

SYLLABUS

Unit VI: The Edit Window Part I

- Edit Tools: The Zoomer, Trimmer, Selector, Grabber, Smart Tool, Scrubber, and Pencil
- Edit Modes: Slip, Shuffle, Grid, and Spot
- Zoom Controls and Zoom Preset Buttons
- Event Edit Area
- Edit Window Transport Buttons
- Region List
- Edit Groups List

Unit VII: The Edit Window Part II

- MIDI input devices
- Timeline Display
- Managing Multiple Takes
- Tempo Editor

Unit IX: Plug-ins, Inserts and Sends

- Plug-in Architecture
- Plug-in Effects

DEPARTMENT POLICIES:

COLLEGE POLICIES:

As an academic institution, Brookdale facilitates the free exchange of ideas, upholds the virtues of civil discourse, and honors diverse perspectives informed by credible sources. Our College values all students and strives for inclusion and safety regardless of a student's disability, age, sex, gender identity, sexual orientation, race, ethnicity, country of origin, immigration status, religious affiliation, political orientation, socioeconomic standing, and veteran status. For additional information, support services, and engagement opportunities, please visit www.brookdalecc.edu/support.

For information regarding:

- ◆ Brookdale's Academic Integrity Code
- ◆ Student Conduct Code
- ◆ Student Grade Appeal Process

Please refer to the [BCC STUDENT HANDBOOK AND BCC CATALOG](#).

NOTIFICATION FOR STUDENTS WITH DISABILITIES:

Brookdale Community College offers reasonable accommodations and/or services to persons with disabilities. Students with disabilities who wish to self-identify must contact the Disabilities Services Office at 732-224-2730 or 732-842-4211 (TTY), provide appropriate documentation of the disability, and request specific accommodations or services. If a student qualifies, reasonable accommodations and/or services, which are appropriate for the college level and are recommended in the documentation, can be approved.

ADDITIONAL SUPPORT/LABS:

Learning Assistants are available to work with students during the regularly scheduled lab hours. Please refer to the Lab Hours schedule given to you by your instructor. These assisted lab hours are in effect for the current term. If you need to contact the Learning Assistants by phone: Michael Conklin (732) 224 2524 or by email mconklin@brookdalecc.edu

SYLLABUS

MENTAL HEALTH:

- Mental Health Crisis Support: From a campus phone, dial 5555 or 732-224-2329 from an external line; off-hours calls will be forwarded to BCC police (2222 from a campus phone)
- Psychological Counseling Services: 732-224-2986 (to schedule an appointment during regular hours)

The syllabus is intended to give student guidance in what may be covered during the semester and will be followed as closely as possible. However, the faculty member reserves the right to modify, supplement, and make changes as the need arises.