

#cocamassey  
#masseyuni

## We're here to help!

First year support by programme



Music Technology  
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Music Industry  
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Music Practice  
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Fine Arts  
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Creative Media Production  
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Finding your way around is

## Easy Peasy, Lemon Squeezy

College of Creative Arts  
Toi Rauwharangi

f @cocamassey



Photo: Bex McGill  
One and Only Magazine  
4th Year Photography, 2017

## Things to do in your independent study time:

### Keep it balanced

For a full-time Creative Arts degree, we expect you to devote at least 40 hours a week to your study.

You'll only be in classes for about 12 hours, so you have to take responsibility for the rest.

#### Read the Brief

This sets out your assessment for the course.

#### Check the Stream site

Lecturers will often set weekly tasks, such as exercises to do, videos to watch, podcasts to listen to, articles to read.

#### Upskill

Sign up in Stream for CoCA Clinics. Watch tutorials on Lynda.com or YouTube. Ask a Tech for help!

#### Connect with classmates

The library has group study rooms available for booking online.

#### Time Management tools

Good advice online, including strategies for overcoming procrastination and perfectionism. [owl.massey.ac.nz/study-skills/time-management.php](http://owl.massey.ac.nz/study-skills/time-management.php)

Your day might look like this:

Class  
3 hrs

Independent study  
6 hrs

My time  
5 hrs

Work  
2 hrs

Sleep  
8 hrs

**Māori Student Support**  
Te Rau Tauawhi – Māori Student Centre and Tukutuku Māori Mentoring Kaupapa  
A.Wakefield@massey.ac.nz

**Pasifika Learning Advisor**  
Rachel Yates  
R.Yates@massey.ac.nz

**Senior Pasifika Advisor**  
Herbert Bartley  
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**General Enquiries, Parking or Lost and Found**  
Phone: (04) 801 5799, ext. 63333  
After Hours: 0800 627 750 or 027 496 6381  
OperationsServiceDesk-Wellington@massey.ac.nz

**Library**  
8am – 11pm (in semester)  
Library@massey.ac.nz

**Centre for Teaching & Learning**  
Need help with writing, or strategies and techniques for studying?  
ctlwel@massey.ac.nz

**Campus Security**  
0800 627 750

**College of Creative Arts Massey University**  
04 801 5799  
creative.massey.ac.nz

**MAWSA (Students Association)**  
For free breakfast, advice, advocacy, clubs, budgeting services and other stuff  
admin@mawsa.org.nz

**Health & Counselling Services**  
shcwgtr@massey.ac.nz

## Get in touch

Use your Massey student ID and password to log-on. Check the pages for all your courses before semester starts. If you have problems, go to Student Central.

[stream.massey.ac.nz](http://stream.massey.ac.nz)

@cocca\_massey

## Hand ins

You're expected to hand in your work on time, and cheating is not allowed. Assessment requirements and deadlines are on the Stream pages for the course.

**Extensions**  
We have fair processes in case of illness or other exceptional circumstances. You can find these on Stream at:

- First Year Info Site: BDes and BFA
- Creative Media Production Forum
- Commercial Music Forum

## Are you on Stream yet?

Stream is Massey's online learning environment.

Sora Ichinose  
Sleight of Hand  
4th year Bachelor of Design (Textiles), 2017

## Getting stuff sorted

### Student ID Cards

- Order online [massey.ac.nz](http://massey.ac.nz)
- Use for access to library, printers and equipment
- Use for student discounts

### Wifi

- Get a student ID and password
- Select MUSTudents
- Join and you are good to go

### Student access cards

- Collect from the Pyramid during O-week
- Use for access to buildings and rooms
- Lost card? Replacement cost \$15. Pay Student Central. Collect at Operations Helpdesk.

## What's class like?

- Studios**  
Mix of group and individual work. Peer learning, one-on-one tutoring, structured instruction by the lecturer.
- Tutorials**  
Small groups. Everyone is expected to participate in discussion.
- Crits**  
The Crit (short for 'critique') is common in studios. Crits are about giving and getting constructive criticism. You'll show and explain your own work, and give feedback on other people's.
- Lectures**  
The lecturer talks. You listen and ask questions. Slides are generally available on Stream so you don't have to copy things down.
- Open hours**  
All lecturers have open hours when you can consult them about your work outside class. Look on Stream or email them for an appointment.

## Advice from previous students

Do the workshop inductions early. Studio classes are long; bring water and food. Name your USB sticks with your phone number or student ID. Decorate your computer: it's too easy to pick up someone else's by mistake. Use lecturer's office hours to talk with them! Tell teachers if you're dyslexic.

## Code cracker

- 133.xxx Music
- 197.xxx Art and Design
- 198.xxx Industrial Design
- 212.xxx Fashion Design
- 213.xxx Fine Arts
- 221.xxx Photography
- 222.xxx Visual Communication Design
- 223.xxx Textile Design
- 224.xxx Spatial Design
- 237.xxx Visual and Material Culture
- 289.xxx Creative Media Production

The first three digits represent a subject prefix

# 213.150

Last three digits start with a 1 which means it is a 100-level course.



## Map key

**Room access**  
Most students only have access to spaces based on your chosen programme. E.g. Textile facility is limited to students enrolled in textile courses. Don't be shy, just ask if you're unsure.



**Room code cracker**  
Block 1 Room D08  
Level

## Design

**Toystore**  
Te Ara Hihiko  
Block 12 Room C30

Supplies equipment for projects that need AV, cameras, video and VR.  
**Large format printing**  
Printing orders through the Toystore Stream page.

**Lighting Studio**  
Te Ara Hihiko  
Block 12 Room A05

Photographic / film studio consisting of built in covered backdrop, lighting grid, lights and equipment required to shoot anything from a small product shot to a short film.

**Print / Type Studio**  
Block 2 Room C06

The studio equipment includes a laser cutter, vinyl cutter, metal and wooden type, cylinder and platen presses, and screen printing equipment.

**3D Design Workshop**  
James Coe Building  
Block 11 Room A02

Specialty spaces to explore materials, prototyping and manufacturing processes. This includes wood, plastics, engineering, resins/casting, welding, sanding and spray paint booths, CNC (3D printers, laser cutters, mills, waterjet cutter).

**Textile Facility**  
The Museum Building  
Block 10 Room B West

Screen print facility, weaving looms, knit machines, dye laboratory, industrial embroidery machine and felting loom.

**Fashion Facility**  
The Museum Building  
Block 10 Room C North

Workrooms include plain sewers, over lockers, industrial presses, buttonholers, bar tackers, knit and leather machinery. Large tables for patternmaking, computer lab for CAD pattern making, pattern digitising and plotting.

**Fab Lab Wgtn**  
James Coe Building  
Block 11 Room A12

Equipment includes a laser cutter, CNC router, milling machines, 3D printers, vinyl cutters as well as electronics design, fabrication and programming gear.

**Spatial**  
The Museum Building  
Block 10 Room C13-14 C18 C18

Large design studio spaces for prototyping and lighting of works at 1:1 scale, modelling workspaces and printers. Digital studio space with powerful iMacs, PCs and Virtual Reality hardware.

## To help through uni work

### Spaces Around Campus

You'll learn your way around pretty quickly

**Block 1**  
Te Whare Pukaka – Staff space and Commercial Music

**Block 2**  
Fine Arts

**Block 6**  
Photography

**Block 9**  
Student Central, MAWSA, Co-Lab, Student Lounge, Health Services, Chaplin

**Block 10**  
The Museum Building (Fashion, Textiles and Spatial)

**Block 11**  
James Coe Building (Industrial Design)

**Block 12**  
Te Ara Hihiko (Visual Communication Design)

**K Block**  
Across the road off Tasman Street, also known as K Town (Creative Media Production)

**Gordon Harris The Art and Graphic Store**  
gordonharris.co.nz  
182 Vivian Street  
Offers student discount

**The French Art Shop**  
thefrenchartshop.co.nz  
70 Ghuznee Street, Te Aro

**Warehouse Stationery**  
warehousestationery.co.nz  
235 Willis Street

**City Art Gallery**  
citygallery.org.nz  
101 Wakefield Street

**Te Papa Tongarewa (Museum of New Zealand)**  
55 Cable Street, Te Aro

## A study break in Welly

**Reading Cinemas**  
Courtney Central  
100 Courtenay Place, Te Aro

**Light House Cinema, Cuba**  
29 Wigan Street, Te Aro

**Embassy Cinema**  
10 Kent Terrace, Mount Victoria

**Weta Workshop Tours / Weta Cave**  
Corner Camperdown Road and Weta Street, Miramar

**Wellington Zoo**  
Wellingtonzoo.com  
200 Daniell Street, Newtown

**Mount Victoria Look Out**  
Wellingtonnz.com  
Look Out Road

## If you're a foodie

**Prefab Café**  
**L'affare Café**  
**Preservatorium Café**  
**The Flying Burrito Brothers**  
**Southern Cross Garden Bar Restaurant**  
(take your folks to this one)

**Courtney Place**  
(stacks of bars, nightclubs and restaurants here)

**Capital Market**  
(heaps of international fast food)

**Pizza Hut**  
**McDonalds**  
**Dominos**  
**Burger Fuel**  
**Subway**

## Quick and easy eats

## Fine Arts

**Colour managed MAC computer lab**  
Block 6 Room B01, B04, B11



Colour managed laser and inkjet printing. Taught in Lens first year course, or contact a Technical Demonstrator.

**Film scanners**  
Photographic Studios  
Block 6



Specialised professional studios, (white cycs, green screen, Elincrom /Bovens/Diva lite) access only by students enrolled in photographic specialised papers only.

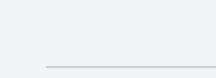
**Sculpture Workshop and Laser Cutter**

Block 2 Room C02



Metal and wood workshop, a range of wood and metal working machinery to hand tools plus a spray booth, access via Technical Demonstrator.

**School of Art Equipment Issue**  
Block 6 Room B06



Digital SLR's, tripods, photographic equipment, sound recorders, video camcorders.  
**Equipment issue**  
Mon – Fri, 12 – 12.30pm.  
Data projectors and TV equipment issue is at 4pm.  
Bookings essential for equipment. Booking sheets outside 6B06.

**School of Art: Technical Demonstrators**  
Block 6 Room B03



Technical demonstrators can help with all needs including AV, photographic, video, sound, vinyl cutter, software and printing support.

## Commercial Music / Creative Media Production

### Equipment Issue

**Tech Store**  
Block 1 Room D60

Audio recording equipment, video recording equipment, software controllers, keyboards, synthesizers.

### Classrooms

**Room 1 (Tech)**  
Block 1 Room D13-15

Media technology space and electrical engineering, workshops for prototyping, 3D printing.

**Room 2 (Emerging Tech Lab)**  
Block 1 Room D01

A multi-disciplinary hub for cross-reality and innovative interactive research and development. Featuring Motion Capture, VR & AR, object scanning and 360deg capture.

**Room 3**  
Block 1 Room D08

Classroom space for up to 80 students, and breakout spaces for group work and meetings, dual projection.

**Room 4**  
Block 1 Room D12

25 Mac Pro computers with audio editing software, video editing software, a/d converters and midi controllers.

**Room 34**  
Block T Room 34

Classroom with projector, tables and chairs.

### K Town

**CMP Classrooms**  
Block K Room 1

300 Level Creative Media Production students screening room and classroom.

Block K Room 2

200 Level Creative Media Production students classroom.

Block K Room 3

PC classroom with 24 HP workstations for animation.

Block K Room 4

Mac classroom with 25 Mac Pro workstations, for video post-production, animation, colour grading and video editing.

### Film and TV Facilities

**Edit and Colour Grading Suites**  
Block 1 Room D16-17, D19, D21-23

Film editing, colour grading and programming suites with the IMACPRO computers, 4K monitoring and Da Vinci Resolve editing hardware.

**Film and TV Stage**  
Block T Room 21

Green Screen and Film Studio. 300m2 space includes Lighting Grid, Camera Dolly, Pocket Jib and Crane.

**Rehearsal Rooms**  
Block 1 Room C13-14, C16-17

PA systems, backline, piano and keyboards.

**Production Rehearsal and Live Venue**  
Block 1 Room C15

PA systems, lighting, staging, backline, piano. Used for rehearsals, show pre-production and programming live events.

**Recording Studios**  
**Cluster One**  
Block 1 Room C19, C24, D20-23

Post graduate and research recording studios with Neve VXS 72ch console, and SSL Duality 48ch console. Dynaudio and Genelec monitoring, outboard, 3 x Live rooms with pianos, backline.

**Cluster Two**  
Block 1 Room D26-32, D37-39

Pro Tools studios with Audient ASP8024-HE audio consoles, Genelec monitoring, outboard, live rooms with iso-booths, pianos, backline.

**Cluster Three**  
Block 1 Room D38, D40-41

Acoustically treated rooms for the recording of film and sound design, including, ADR, Foley and an ICON Digidesign 5.1 dubbing room.

**Dubbing Theatre**  
Block 1 Room D42

Avid S6 digital audio mixing console, with 7.1 Dynaudio monitoring.

