



The COVID-19 crisis has posed some big challenges on how we deliver Top Up workshop programs. But we are committed to continue providing inspiration and support wherever we are needed, especially in this extraordinary time of uncertainty.

To address this, we're shifting the way we do things. Introducing: **TOP UP ONLINE**.

Topology's goal is to minimise the disruption of learning by adapting our programs to online platforms, giving aspiring composers and teachers continued access to fun and engaging creative workshops.

We've created this toolkit to guide participants on how **TOP UP ONLINE** works. Additionally, if participants already engage in some form of distance learning, Topology is ready to adapt to whatever online platforms are already in place at your home/school.

LET'S GET STARTED!

For any questions about this toolkit, email gabby@topologymusic.com

TOP UP ONLINE WITH TOPOLOGY

WHAT YOU NEED

There are a few different set-ups required based on who is participating:

A: INDIVIDUALS

individuals participating in a **one-one-one session with a Topology artist**

1. **COMPUTER** with:

- Webcam (*so we can see you*)
- In-built /or external microphone (*so we can hear you*)
- **Zoom** application installed. Download it **here**.

B: REMOTE GROUPS

individuals in **separate locations** joining a session at the same time

- same as **SET-UP A: Individuals**

C: GROUPS

classrooms, clubs, or large groups joining a session while **physically gathered in one place**

1. **COMPUTER** with:

- Webcam (*so that we can see you*)
- In-built /or external microphone (*so we can hear you*)
- **Zoom** application installed. Download it **here**.

2. **SPEAKERS** connected to the computer (*so everyone can hear us*)

3. **PROJECTOR & SCREEN** or **TV SCREEN** connected to the computer (*so everyone can see us*)

SET-UP C: Groups would look something like this:



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HOW DOES IT WORK?

Zoom is an application for video conference calls, much like FaceTime on an iPhone except it is made specifically for group meetings. It's much more stable and has other useful features for effective group interaction.

Here's how we would get a workshop started using Zoom:

1. Topology will confirm a date/time for your workshop and email a **ZOOM MEETING LINK**.
2. At the agreed time for the workshop, click on the provided **ZOOM MEETING LINK** to launch Zoom, then click **JOIN WITH COMPUTER AUDIO**. We'll be there waiting for you!

This only takes a moment to start so it's important that your required SET-UP is already in place (i.e. Zoom installed, computer / screen / speakers in place)

3. From this point, your Topology artist will take over and conduct the workshop.
4. If the internet connection cuts out at any point – don't worry. Just close Zoom, restart your router (if needed) then click on the **ZOOM MEETING LINK** again to re-launch and re-join the meeting. We'll still be there.

You can watch a short step-by-step video on [How to Join a Zoom Meeting](#) here:



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TOP UP ONLINE WITH TOPOLOGY

WORKSHOP CONTENT

Top Up workshop programs vary in length and depth depending on the participants' level of experience, but here are some examples of what to expect in each session throughout a series of workshops for a **Beginner** and **Intermediate** group of composers.

BEGINNERS

SESSION 1: Introduction to music composition

Fundamental music components
How to create musical ideas
Melodic and rhythmic exercises

SESSION 2: Arranging

Expanding on ideas from Session 1
Extending motifs
Share and develop ideas as a group

SESSION 3: Rhythmic possibilities

Developing interesting accompaniment
Using instruments creatively

INTERMEDIATE

SESSION 1: Introduction to creative process

Ideas generation
Improvisation
Recording ideas

SESSION 2: Harmony/Arranging/Orchestration

Extending motifs
Share and develop ideas as a group

SESSION 3: Rhythmic possibilities

Developing interesting accompaniment
Using instruments creatively

SESSION 4: Extension of session 2 (more detailed)

Form, mood, texture, timbre
Contemporary techniques

SESSION 5: How to create a score and parts

Hearing the piece as a whole
Self-evaluation and finalisation of composition

SESSION 6: Rehearsal, fine-tuning arrangements

Trouble-shoot individual parts
Performance technique

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