

**Arranging for Ensembles, Spring 2017**  
**MUSI 4345**  
**TH (Tues/Thurs) 11:00am- 12:20 pm**  
**FAC 1221**

**Instructor:** Dr. Jeremy McBain

**Office:** 2219 FAC

**Email:** [jmcbain@uttyler.edu](mailto:jmcbain@uttyler.edu)

**Phone:** 565-5894

**Office Hours:** Monday 10 am and 1pm; Wednesday 1pm (other times available by appointment; subject to change)

**Course description:**

Offers students practical experience in arranging for a specific combination of voices and/or instruments. In this one-semester arranging course, students will congregate the capabilities and techniques of the most frequently used instruments in Western classical music, as well as vocal ranges and their necessities. The students will gather a fundamental knowledge of arranging supported by in-class laboratory performance opportunities. Students will hear their arranging work in class with the instruments/vocalists available.

**Student Learning Outcomes:** Upon successful completion of this course, students will be able to:

1. Demonstrate ability to place instruments and vocal parts proper order in large and small ensemble scores.
2. Demonstrate accurate transposition, clefs, and ranges for instruments and voices
3. Demonstrate proper use of voice leading in arranging for ensembles
4. Serve as an active, responsible, timely, and effective team member through presentations and performances

**Required Materials**

- 1) Technique of Orchestration, 6<sup>th</sup> Edition, Kent Kennan, Donald Grantham  
ISBN 0-13-040771-2
- 2) Staff paper (for sketches, notes, and in-class use)
- 3) Notational software such as Finale (available in FAC1018), Sibelius, MuseScore, etc. (for assignments/projects)

<b>Grade Weighting</b>	Written Assignments	50 %
	Participation/Attendance/Promptness	10 %
	Quizzes/Presentations	20%
	Final Project	20 %
<b>Grading Scale</b>	90-100%	A
	80-89%	B

70-79%	C
60-69%	D
Below 60%	F

**Methods for Evaluating Outcomes:** Students will be evaluated through quizzes, presentations, and arranging assignments.

**Methods of Instruction:** Meetings will largely consist of lectures, presentations, and group participation activities. Instructional methods will also include listening and video examples and outside arranging work.

**\*\* Attendance/Participation/Promptness Policy:** Your attendance is expected at each lecture. Excused absences require written documentation and are granted by the instructor. Absences due to illness, emergency, or participation in an official University activity are excused. Please give your written documentation to the instructor no later than one week after the absence. Bring a copy that you can leave with the instructor. Cell phones, laptops, food, outside work, and leaving the room during class time, etc. are not allowed in class. Violation of any of the above policies will negatively impact the participation grade.

**\*\* Due Dates and Absences Policy:** All assignments are due on the days indicated, at the start of class. Late assignments will not be accepted, and no credit will be given for assignments, quizzes, or exams not turned in due to *unexcused* absences. At the instructor's discretion, absences may be considered *excused* only for **legitimate, documented reasons** (serious illness, family emergency, etc.). In cases of *excused absences*, any outstanding assignments are due at the following class period. Missed quizzes or exams **must be made up within one week of the absence**. In all cases, students who must miss class should inform the instructor as soon as possible prior to the absence.

**Assignments will include, but are not limited to:**

- 1) Arrangements will be completed using music notation software such as Finale, Sibelius, etc. If you do not own this software, the computer lab FAC1018 has Finale software on it. Students should begin work very early so that a lack of open computers does not prevent you from completing your assignment on time. MuseScore can be downloaded for free from their website: <https://musescore.org/>
- 2) Presenting a well-prepared demonstration in class of the techniques and capabilities of your instrument and its use in ensembles.
- 3) Attend one concert outside of your primary discipline (e.g. a concert you are not performing in) Wind Ensemble, Patriot Singers, Jazz Ensemble – and turn in a typed one page write up discussing the specific instrumentation of each work on the program, including details of specific selections performed. A program is also required in addition to the paper.

**Quizzes will include, but are not limited to:** defining instrument ranges and capabilities, correct notation, important musical terms, error correction, and arranging.

## Provisional Course Schedule

Week 1(Jan 17)	Syllabus, Introduction, Writing Score and Parts	Ch. 1, 20
Week 2 (Jan 24)	Strings	Ch. 2
Week 3 (Jan 31)	Strings cont.	Ch. 3-4
Week 4 (Feb 7)	Woodwinds	Ch. 5
Week 5 (Feb 14)	Woodwinds, cont.	Ch. 6
Week 6 (Feb 21)	Brass	Ch. 7-8
Week 7 (Feb 28)	Brass, cont.	Ch. 9
Week 8 (Mar 7)	Sections	Ch. 10
Spring Break		
Week 9 (Mar 21)	Piano music	Ch. 11
Week 10 (Mar 28)	High School Groups	Ch. 19
Week 11 (Apr 4)	Non-orchestral Instrumental Groups	Ch. 21
Week 12 (Apr 11)	Percussion/harp	Ch. 13-14
Week 13 (Apr 18)	Vocal/Choral	Appendix. D; Bb supplement
Week 14 (Apr 25)	Additional performances	

**FINAL EXAM TBD** (check official final exam schedule) **Final Quiz and Final Project due**

**Online Access:** Students are expected to maintain, and regularly check, an e-mail account, and to log into Blackboard for regular course updates.

**Computer Lab:** Finale music notation software is installed on the computers in the keyboard/computer lab FAC1018. Finale, Sibelius, and other notation software can also be purchased for use on your own computer. Students should begin work very early so that a lack of open computers does not prevent you from completing your assignment on time.

**UT Tyler Honor Code** Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

**Students Rights and Responsibilities** To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link:

<http://www.uttyler.edu/wellness/rightsresponsibilities.php>

**Campus Carry** We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>

**UT Tyler a Tobacco-Free University** All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors. Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products. There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit [www.uttyler.edu/tobacco-free](http://www.uttyler.edu/tobacco-free).

**Grade Replacement/Forgiveness and Census Date Policies** Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. (For Spring, the Census Date is Jan. 30.) Grade Replacement Contracts are available in the Enrollment Services Center or at <http://www.uttyler.edu/registrar>. Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar. Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract. The Census Date (Jan. 30th) is the deadline for many forms and enrollment actions of which students need to be aware. These include: • Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit. • Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date) • Schedule adjustments (section changes, adding a new class, dropping without a "W" grade) • Being reinstated or re-enrolled in classes after being dropped for non-payment • Completing the process for tuition exemptions or waivers through Financial Aid

**State-Mandated Course Drop Policy** Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date). Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

**Student Accessibility and Resources** In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University offers accommodations to students with learning, physical and/or psychiatric disabilities. If you have a disability, including non-visible disabilities such as chronic diseases, learning disabilities, head injury, PTSD or ADHD, or you have a history of modifications or accommodations in a previous educational environment you are encouraged to contact the Student Accessibility and Resources (SAR) office and schedule an interview with the Accessibility Case Manager/ADA Coordinator, Cynthia Lowery Staples. If you are unsure if the above criteria applies to you, but have questions or concerns please contact the SAR office. For more information or to set up an appointment please visit the SAR office located in the University Center, Room 3150 or call 903.566.7079. You may also send an email to [cstaples@uttyler.edu](mailto:cstaples@uttyler.edu)

**Student Absence due to Religious Observance** Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

**Student Absence for University-Sponsored Events and Activities** If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

**Social Security and FERPA Statement** It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all

students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

**Emergency Exits and Evacuation** Everyone is required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

**Student Standards of Academic Conduct** Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

- i. "Cheating" includes, but is not limited to:
  - copying from another student's test paper;
  - using, during a test, materials not authorized by the person giving the test;
  - failure to comply with instructions given by the person administering the test;
  - possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed "crib notes". The presence of textbooks constitutes a violation if they have been specifically prohibited by the person administering the test;
  - using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;
  - collaborating with or seeking aid from another student during a test or other assignment without authority;
  - discussing the contents of an examination with another student who will take the examination;
  - divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructors has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student;
  - substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;
  - paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program or information about an unadministered test, test key, home solution or computer program;
  - falsifying research data, laboratory reports, and/or other academic work offered for credit;
  - taking, keeping, misplacing, or damaging the property of The University of Texas at Tyler, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and
  - misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.
- ii. "Plagiarism" includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the submission of it as one's own academic work offered for credit.
- iii. "Collusion" includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.
- iv. All written work that is submitted will be subject to review by SafeAssign™, available on Blackboard.

#### **UT Tyler Resources for Students**

- UT Tyler Writing Center (903.565.5995), [writingcenter@uttyler.edu](mailto:writingcenter@uttyler.edu)
- UT Tyler Tutoring Center (903.565.5964), [tutoring@uttyler.edu](mailto:tutoring@uttyler.edu)
- The Mathematics Learning Center, RBN 4021, this is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.
- University Crisis Line (903.566.7254)
- UT Tyler Counseling Center (903.566.5746)