

**COURSE SYLLABUS  
STRING PEDAGOGY  
Spring 2015**

**Instructor:** Catherine Forbes

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**Faculty Profile:** <https://www.uta.edu/profiles/cathy-forbes>

**Office Hours:** By Appointment

**Course Number, Section Number, and Course Title:**

MUSI 4291.009 Applied Pedagogy (Seminar)

MUSI 3294.009 Conference Course (Independent Study)

MUSI 5291.009 Graduate Conference Course (Independent Study)

**Time and Place of Class Meetings:**

Monday, FA 311, 3:00 – 5:00 pm

**Description of Course Content:**

The purpose of this course is to explore basic performance techniques of string instruments and how to teach them. String Pedagogy is designed to acquaint the student with source materials for continued growth and reference, to discuss various methods of communicating, to inspire direction toward successful teaching in the best possible manner.

**Student Learning Outcomes:**

- The student will become acquainted with source materials for continued growth and reference as demonstrated by completion of the personal Portfolio.
- The student will become familiar with various methods of communicating as demonstrated by class participation.
- The student will understand and demonstrate successful teaching techniques based on examples learned from lectures, specific reading assignments, recorded teaching presentations and self- evaluation.

**Requirements with Due Dates:**

1. **Keep a weekly Student Pedagogy Portfolio (Notebook).** Create a Table of Contents. Organize and use label notebook dividers with tabs to categorize all the materials collected in class, including notes from discussion and guest speakers and all evaluation forms. The Notebook will be submitted weekly for assessment and a grade. The completed Notebook will be graded as a portion of the final exam. DUE DATE: MAY 4, 2015
2. **Observe Three Different Private Instructors.** Student will arrange to observe three different instructors teach a private lesson. Complete a Teacher Observation Form for each observation. Submit each form by the due date.

DUE DATES: FEBRUARY 23  
MARCH 16  
APRIL 6

3. **Teach Three Mini Lessons in Class.** Student will be assigned three opportunities to teach a specific skill to a String Pedagogy classmate. The Mini Lesson will be limited to 10 minutes. The Mini Lesson will be video recorded live in class. Student will take the recording home, view it, and complete the Self Evaluation form. Submit the video and Self Evaluation by the due date.

DUE DATES: TAPE IN CLASS FEB 23	SELF EVALUATION DUE MAR 2
TAPE IN CLASS MAR 23	SELF EVALUATION DUE MAR 30
TAPE IN CLASS APR 13	SELF EVALUATION DUE APR 20

4. **Teach One Student One Weekly 30 Minute Lesson.** Student is required to teach a private student once a week for the entire semester of 14 weeks. You will be required to video record two of the lessons in the semester. Complete a Self Evaluation Form for each lesson. Submit the video and the completed form by the due date.

DUE DATES: MARCH 23  
APRIL 13

5. **Create a Personal Teaching Library.** *The ASTA String Syllabus, Volume 1 - 2009 Revised Edition* - edited by David Littrell will serve as the model for your Personal Teaching Library. Study the section dedicated to your primary instrument of instruction.
- Prepare a box file to include the categories of all 6 levels of your instrument.
  - Organize hanging folders with tabs to represent the 6 levels and the categories.
  - Compile a list of music that you plan to use in your teaching.
  - Select and purchase music for each of the two categories in all 6 grades.
  - Organize the music in sequential order based on the 6 grades.
  - Keep it simple. Select books that you prefer to use for teaching, books that reflect your teaching philosophy and that will efficiently reach your teaching goals. Make a trip to ABS and peruse their stock to get an idea of content. Borrow scale books, etude books, repertoire and play through them to acquaint yourself with content. Confer with your applied lessons instructor for additional guidance.

FILE BOX CHECK:	FEB 2	FILE BOX/ LABELED FOLDERS
MID TERM CHECK:	MARCH 23	50% OF LIBRARY MUST BE COMPLETED
DUE DATE:	MAY 4	100% OF LIBRARY MUST BE COMPLETED

6. **Serve as Adjudicator for AISD Solo and Ensemble Contest** Saturday, April 11, 2015.

7. **Attend the field Trip to Dallas Strings April 20, 2014**

**Required Textbooks and Other Course Materials:**

*ASTA String Syllabus, Volume 1 - 2009 Revised Edition* - edited by David Littrell  
File box and hanging files with tabs for Personal Teaching Library  
Smart Phone or computer with recording capability  
Thumb drive or access to YouTube to submit recorded videos to instructor

**Descriptions of Major Assignments and Examinations with Due Dates:**

**Refer to Requirements**

**Attendance Policy:**

- String Pedagogy is a Conference Course and is participatory in nature. Students must attend all class sessions. The instructor shall determine the validity of the reason for a student's absence.
- An unexcused absence results in a grade of "F" for that weekly grade.
- Two unexcused absences may result in a failing final course grade.

**Grading Policy:**

- Weekly attendance, fulfillment of weekly assignments and class participation 60%
  - The student will be graded weekly on class participation
  - The Student Pedagogy Portfolio will be graded each week for completed assignments and updated entries.
  - The student will be graded on completion and discussion of homework assignments.
  - The student will be graded on fulfillment of the teaching requirement of teaching private student once a week for the entire semester of 14 weeks.
- Final Exam: Student Pedagogy Portfolio due May 3. 40%
  - Completion of three Teacher Observations and three Observation Forms
  - Completion of three video taped Mini Lessons and three Self Evaluation Forms
  - Completion of two video taped private lessons of your own student and two Self Evaluation forms
  - Completed Personal Teaching Library as described in Course Requirements

Please no gum, no drinks, and no food during the class time. Cell phones must be turned off. Professional/business casual attire for recorded sessions please.

**Drop Policy:**

Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (<http://www.uta.edu/ses/fao>).

**Americans with Disabilities Act:**

The University of Texas at Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including the *Americans with Disabilities Act (ADA)*. All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Any student requiring an accommodation for this course must provide the instructor with official documentation in the form of a letter certified by the staff in the Office for Students with Disabilities, University Hall 102. Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and

policies for obtaining disability-based academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability) or by calling the Office for Students with Disabilities at (817) 272-3364.

**Title IX:**

The University of Texas at Arlington is committed to upholding U.S. Federal Law “Title IX” such that no member of the UT Arlington community shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity. For more information, visit [www.uta.edu/titleIX](http://www.uta.edu/titleIX).

**Academic Integrity:**

All students enrolled in this course are expected to adhere to the UT Arlington Honor Code:

*I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.*

*I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.*

Instructors may employ the Honor Code as they see fit in their courses, including (but not limited to) having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents’ Rule* 50101, §2.2, suspected violations of university’s standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University.

**Student Support Services:**

UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may contact the Maverick Resource Hotline by calling 817-272-6107, sending a message to [resources@uta.edu](mailto:resources@uta.edu), or visiting [www.uta.edu/resources](http://www.uta.edu/resources).

**Electronic Communication:**

Students are responsible for checking their MavMail daily.

UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>.

**Student Feedback Survey:**

At the end of each term, students enrolled in classes categorized as lecture, seminar, or laboratory shall be directed to complete a Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback enters the SFS database anonymously and is aggregated with that of other students enrolled in the course. UT Arlington’s effort to solicit,

gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit <http://www.uta.edu/sfs>.

**Final Review Week:**

A period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

**Grade Grievance Policy:**

Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current undergraduate/ graduate catalog. For undergraduate courses, see [http://www.uta.edu/catalog/content/general/academic\\_regulations.aspx#10](http://www.uta.edu/catalog/content/general/academic_regulations.aspx#10); for graduate courses, see <http://www.uta.edu/gradcatalog/2012/general/regulations/#grades>.

**Emergency Exit Procedures:** Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit, which is located to your right as you exit Professor Forbes’ studio door. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist handicapped individuals.

**Course Schedule:**

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## COURSE SCHEDULE

1. Jan 26 **Catherine Forbes: Introduction of Syllabus  
Characteristics of Effective Teachers  
Developing Your Teaching Philosophy**
2. Feb 2 **Catherine Forbes: Aspects of Teaching a Successful Lesson  
Teaching Strategies**  
File Box Check #1  
Teaching Philosophy Due  
(Feb 9 NO CLASS - FAFCO)
3. Feb 16 **Christine Rewolinski: Teaching Beginners/ Suzuki Method**
4. Feb 23 **Class Mini Lesson Recording Session #1**  
Teacher Observation Evaluation #1 Due
5. Mar 2 **Mary Alice Rich: The Paul Rolland Method**  
Class Mini Lesson Self Evaluation #1 due  
(Mar 9 NO CLASS - SPRING BREAK)
6. Mar 16 **Margie Looney: Building and Maintaining a Private Studio**  
Teacher Observation Evaluation #2 Due
7. Mar 23 **Class Mini Lesson Recording Session #2**  
Video and Self Evaluation of Your Student's 30 min lesson #1 due  
File Box Check #2
8. Mar 30 **Catherine Forbes Teaching Strategies**  
Class Mini Lesson Self Evaluation #2 due
9. April 6 **Jenny McHenry How to Judge AISD Solo and Ensemble Contest**  
Teacher Observation Evaluation #3 Due
- Saturday, Apr 11** **Serve as Adjudicator for AISD Solo and Ensemble Contest**
10. Apr 13 **Class Mini Lesson Recording Session #3**  
Video and Self Evaluation of Your Student's 30 min lesson #2 due
11. Apr 20 **Field Trip to Dallas Strings: How to Do Basic String Instrument Repairs**  
Class Mini Lesson Self Evaluation #3 due
12. Apr 27 Open schedule for rescheduled guests/mini lessons/file box update
13. May 4 Last Day/ Hand in Completed Notebook and Completed Personal Teaching Library

*As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course." –Catherine A. Forbes*

### Useful Links:

The following is a list of commonly used library resources:

Library Home Page	<a href="http://www.uta.edu/library">http://www.uta.edu/library</a>
Subject Guides	<a href="http://libguides.uta.edu">http://libguides.uta.edu</a>
Subject Librarians	<a href="http://www-test.uta.edu/library/help/subject-librarians.php">http://www-test.uta.edu/library/help/subject-librarians.php</a>
Database List	<a href="http://www-test.uta.edu/library/databases/index.php">http://www-test.uta.edu/library/databases/index.php</a>
Course Reserves	<a href="http://pulse.uta.edu/vwebv/enterCourseReserve.do">http://pulse.uta.edu/vwebv/enterCourseReserve.do</a>

Library Catalog	<a href="http://discover.uta.edu/">http://discover.uta.edu/</a>
E-Journals	<a href="http://utalink.uta.edu:9003/UTAlink/az">http://utalink.uta.edu:9003/UTAlink/az</a>
Library Tutorials	<a href="http://www.uta.edu/library/help/tutorials.php">http://www.uta.edu/library/help/tutorials.php</a>
Connecting from Off- Campus	<a href="http://libguides.uta.edu/offcampus">http://libguides.uta.edu/offcampus</a>
Ask A Librarian	<a href="http://ask.uta.edu">http://ask.uta.edu</a>

**The Department of Music at the University of Texas at Arlington is committed to providing faculty, staff, and students basic information regarding vocal, hearing, and musculoskeletal health and injury protection. The following links, provided by the National Association of Schools of Music, provide such information. Hard copy of this information may be obtained from the Music Office or from the departmental Hearing Protection and Safety Bulletin Board on the first floor. In addition, complimentary noise reduction ear plugs are available in the Music Office.**

**Protect your Neuromusculoskeletal Health and Hearing Every Day** [http://nasm.arts-accredit.org/site/docs/PAMA-NASM\\_Advisories/4\\_NASM\\_PAMA\\_NMH-Student\\_Guide-Standard\\_2013July\\_DRAFT.pdf](http://nasm.arts-accredit.org/site/docs/PAMA-NASM_Advisories/4_NASM_PAMA_NMH-Student_Guide-Standard_2013July_DRAFT.pdf)

**Protecting your Neuromusculoskeletal Health** [http://nasm.arts-accredit.org/site/docs/PAMA-NASM\\_Advisories/5\\_NASM\\_PAMA\\_NMH-Student\\_Information\\_Sheet-Standard%20NMH\\_2013July\\_DRAFT.pdf](http://nasm.arts-accredit.org/site/docs/PAMA-NASM_Advisories/5_NASM_PAMA_NMH-Student_Information_Sheet-Standard%20NMH_2013July_DRAFT.pdf)

**Protecting Your Vocal Health** [http://nasm.arts-accredit.org/site/docs/PAMA-NASM\\_Advisories/6\\_NASM\\_PAMA\\_NMH-Student\\_Information\\_Sheet-Standard%20Vocal\\_2013July\\_DRAFT.pdf](http://nasm.arts-accredit.org/site/docs/PAMA-NASM_Advisories/6_NASM_PAMA_NMH-Student_Information_Sheet-Standard%20Vocal_2013July_DRAFT.pdf)

**Emergency Phone Numbers:**

In case of an on-campus emergency, call the UT Arlington Police Department at **817-272-3003** (non-campus phone), **2-3003** (campus phone). You may also dial 911.