

# MUSI 4301.001: Orchestration

Fall 2018

**Instructor:** Prof. Micah Hayes

**Office Hours:** Email for appointment

**Faculty Profile:** [www.uta.edu/profiles/micah-hayes](http://www.uta.edu/profiles/micah-hayes)

**Course Meeting Time and Place:** TR 12:30-1:50 p.m., FA 310 and FA 301

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**Phone:** 817-272-3471 (Main Office)

**Office:** FA 306 (sometimes FA 301)

## Required Textbooks and Other Course Materials:

- Adler, Samuel. *The Study of Orchestration*. Fourth Edition. Textbook and Workbook.
- Excellent Instrumentation Demonstration:  
<http://www.music.indiana.edu/departments/composition/isfee/>
- Use of notation software is required. Noteflight is free ([www.noteflight.com](http://www.noteflight.com)). Use of Sibelius/Finale is optional (provided in theory lab).

**\*\*\*Bring both textbook and workbook to all classes, along with manuscript paper and pencils.\*\*\***

**Description of Course Content:** Scoring for strings, woodwinds, brass, percussion, and voice as related to orchestra, band, and choir. Prerequisite: MUSI 2186, 2326 and a passing grade on the Music Theory Barrier.

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

- Discuss and reconstruct the range, tuning, technical abilities, limitations, registrational characteristics, and common techniques for all standard orchestral instruments, in order to create musically appropriate orchestrations and arrangements
- Demonstrate a functional knowledge of SATB choral writing, including proper tessitura, registrational characteristics, and technical capabilities, in order to create musically appropriate arrangements/orchestrations
- Demonstrate, through complete, notated arrangements, a fundamental understanding of proper arranging and orchestration techniques for orchestral and choral groups, knowing that those skills are routinely used by professional performing, composing, and educating musicians
- Understand and implement appropriate music and computer notation practices in order to produce professional-quality printed sheet music

## Assessment of Learning Outcomes:

- Homework assignments: Approximately 6-8 homework assignments will be graded (although more may be assigned)
- Final Project (Orchestration): An orchestration of a short piano piece or a short excerpt from a larger piano piece using instruments played by class members.
- Tests: Three tests will cover the three major units of the course.

All homework and exams must be completed neatly using notation software. Assignments are due by the start of the class. If you do not understand how to complete an assignment, please see the instructor before the assignment is due. If you know you will be absent, either have a classmate turn in your assignment for you or place your completed homework in the envelope hanging on my office door (FA 324) before class begins. No late work will be accepted. Exceptions will only be made for unplanned excused absences (such as medical emergencies or death in the family) at the discretion of the instructor.

**Grading:** Students are responsible for all material covered in class and assigned for homework. Final grades for this class are based on the following weighted percentages:

Homework	45%
Final Project I (Band/Orch. Transcription)	25%
Test I (strings and winds)	10%
Test II (brass and percussion)	10%
Test III (choral)	10%

90-100: **A**      80-89: **B**      70-79: **C**      60-69: **D**      below 60: **F**

Note for Music Majors – It is necessary to earn a grade of “C” or better to count for degree credit as a music major. A grade of “D”, while technically passing, is not sufficient to count for degree credit and the course must be re-taken.

**Makeup Policy:** Late assignments *are not* accepted. If you have extenuating circumstances you must talk to me first and I must approve of a change *in writing*. You will not be allowed to makeup an exam unless you arrange an alternative solution *in writing* with me before the exam.

Students are expected to keep track of their performance throughout the semester and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels; see “Student Support Services,” below.

**Expectations for Out-of-Class Study:** Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 9 hours per week of their own time in course-related activities, including reading required materials, completing assignments, preparing for exams, etc.

**Attendance:** Attendance will be taken regularly throughout the semester. At The University of Texas at Arlington, taking attendance is not required. Rather, each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section, I have established the following attendance policy:

- Students are allowed four unexcused absences.
- **Any more than four unexcused absences will bring down your entire semester grade by 5%.** For example, five absences will cause a 94% to become an 89%, six will cause a 94% to become an 84%, etc.
- Being tardy twice equals one absence.
- In order for an absence to be excused, the instructor must receive some sort of signed document in writing—e.g. a doctor’s note excusing an illness, a letter from a pastor/priest/rabbi or family member excusing absence due to a death in the family, etc.
- Leaving class early will count as a tardy. If you must leave class early, please let me know in advance so I do not mark you absent.
- Coming to class unprepared (i.e. without textbooks and not able to participate) will be regarded as an absence.

**Technology:** Announcements, homework instructions, and class handouts will be posted on Blackboard (<https://clearn.uta.edu/>) and sometimes sent via email. Laptops and tablets may be used on lecture days for class activities only (i.e., taking notes, accessing course materials) but may not be used for any other

reason (including Facebook, Twitter, etc.). The student will lose the privilege to use laptops or tablets after the first instance of misuse. NO CELL PHONES are to be used in class. (This includes texting.)

**Theory Assistance.** In addition, a variety of resources are available to students in this class outside of seeing the Professor. FA 302, the computer lab, houses computers with software such as Finale, and Sibelius, and the monitor on duty, the Theory/History/Ear Training Teaching Assistant, is also available for Theory and/or ear-Training tutoring/assistance. Please see the posted hours for the lab.

**Communication:** I will communicate important information with you via email using the email address you have set up in the MyMav system. You will be held responsible for the information sent there, so ensure you check this email address DAILY. If you need assistance with MyMav, you may contact the Office of Information Technology (<http://oit.uta.edu>).

### Course Schedule – MUSI 4301.001

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. Adjustments will be announced in-class and an updated course schedule posted to Blackboard. The course schedule on Blackboard will be regarded as the correct and most current version.

TUESDAYS	THURSDAYS
	<b>Aug. 24</b> Introduction – Choral Arranging
<b>Aug. 29</b> Choral Arranging – Textures/Substitution	<b>Aug. 31</b> Choral Arranging – Accompaniment Assignment of Choral Project
<b>Sept. 5</b> TEST 1 – Choral Strings – Intro and technique	<b>Sept. 7</b> DUE: Choral Arrangement Project (Reading in Class). Complete, notated score due by 10AM to Prof. Hayes' mailbox in the music office (he needs to make copies for the entire class)
<b>Sept. 12</b> Strings – techniques cont., harmonics	<b>Sept. 14</b> Strings – Individual String Instruments
<b>Sept. 19</b> Strings – Individual String Instruments, cont.	<b>Sept. 21</b> Strings – transcribing for strings Assignment of String Project
<b>Sept. 26</b> TEST 2 – Strings	<b>Sept. 28</b> DUE: String Project (Reading in class). Complete score and one set of parts due at the beginning of class time. Note: Projects will not be read if the score and parts are not present at 12:30pm.
<b>Oct. 3</b> Woodwinds – introduction Flute, picc, oboe Assignment of Woodwinds project	<b>Oct. 5</b> Woodwinds – clarinets, bassoons, saxophones
<b>Oct. 10</b> Woodwinds – pairs, piano->woodwind transcribing Woodwinds – arranging/transcribing	<b>Oct. 12</b> Brass – Intro, trumpet, horn

<b>Oct. 17</b> DUE: Woodwind Project (Reading in class). Complete score and one set of parts due at the beginning of class time. Note: Projects will not be read if the score and parts are not present at 12:30pm.	<b>Oct. 19</b> Brass – trombone, tuba, scoring Assignment of Brass Project
<b>Oct. 24</b> Brass – arranging for Brass	<b>Oct. 26</b> More Brass – Guest Ken Edwards
<b>Oct. 31</b> (Guest Lecture – Dr. Evans) Percussion – introduction, timpani, notation, mallets	<b>Nov. 2</b> TEST 3 – Woodwinds
<b>Nov. 7</b> Percussion – Drums (snare, BD, toms, etc.), cymbals, triangle	<b>Nov. 9</b> Percussion – other percussion, keyboard instruments – Assignment of Brass Project
<b>Nov. 14</b> Orchestration – general concepts Assignment of Brass Project	<b>Nov. 16</b> Orchestration – piano to orchestra Assignment of Orchestration Project
<b>Nov. 21</b> TEST 4 - Brass	<b>Nov. 23</b> – DUE – Brass Project (Reading in class). Complete score and one set of parts due at the beginning of class time. Note: Projects will not be read if the score and parts are not present at 12:30pm.
<b>Nov. 28</b> – Orchestration and discuss final project questions/details	<b>Nov. 30</b> (NO CLASS)
<b>Dec. 5</b> DUE: Orchestration Project Readings – project Complete score and one set of parts due at the beginning of class time. Note: Projects will not be read if the score and parts are not present at 12:30pm.	<b>Dec. 7</b> Readings - projects

**FINAL EXAM:** Tuesday, Dec. 11, 11:00am-1:30pm. This will cover the Percussion and Orchestration topics, as well as the previous four topics: brass, strings, woodwinds, choral (Comprehensive)

**DISABILITIES ACCOMMODATIONS:** The University of Texas at Arlington is on record as being committed to both the spirit and letter of federal equal opportunity legislation; reference Public Law 93112 -- The Rehabilitation Act of 1973 as amended. With the passage of new federal legislation entitled Americans With Disabilities Act - (ADA), pursuant to section 504 of The Rehabilitation Act, there is renewed focus on providing this population with the same opportunities enjoyed by all citizens. As a faculty member, I am required by law to provide "**reasonable accommodation**" to students with disabilities, so as not to discriminate on the basis of that disability. Student responsibility primarily rests with **informing faculty at the beginning of the semester and in providing authorized documentation through designated administrative channels**. 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.

**ACADEMIC INTEGRITY:** Students enrolled all UT Arlington courses 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.* UT Arlington faculty members may employ the Honor Code in their courses by 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. Additional information is available at <https://www.uta.edu/conduct/>. Faculty are encouraged to discuss plagiarism and share the following library tutorials <http://libguides.uta.edu/copyright/plagiarism> and <http://library.uta.edu/plagiarism/>

**STUDENT SUPPORT SERVICES AVAILABLE:** The University of Texas at Arlington supports a variety of student success programs to help you

connect with the University and achieve academic success. These programs include learning assistance, developmental education, advising and mentoring, admission and transition, and federally funded programs. Students requiring assistance academically, personally, or socially should contact the Office of Student Success Programs at 817-272-6107 for more information and appropriate referrals.

**COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS)** [www.uta.edu/caps/](http://www.uta.edu/caps/) or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

**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>).

**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>.

**ELECTRONIC COMMUNICATION:** 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 DAILY. 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>.

**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.

**IDEAS CENTER:** The IDEAS Center (2nd Floor of Central Library) offers free tutoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. To schedule an appointment with a peer tutor or mentor email [IDEAS@uta.edu](mailto:IDEAS@uta.edu) or call (817) 272-6593.

**NON-DISCRIMINATION POLICY:** The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit [uta.edu/eos](http://uta.edu/eos).

**TITLE IX POLICY:** The University of Texas at Arlington ("University") is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated. *For information regarding Title IX, visit [www.uta.edu/titleIX](http://www.uta.edu/titleIX) or contact Ms. Michelle Willbanks, Title IX Coordinator at (817) 272-4585 or [titleix@uta.edu](mailto:titleix@uta.edu)*

**CAMPUS CARRY:** Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit <http://www.uta.edu/news/info/campus-carry/>

**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 near FA 302. 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.

**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. Non-emergency number: 817-272-3381.