

MUSI 0010.009, MUSI 1244.002, 2245.002, 3244.002, 3245.002, 3354.002, 3355.002, 4244.002,
5326.001

**COURSE SYLLABUS
APPLIED VIOLA**

**Lesson Time to be Arranged with Professor Forbes
Fall 2018**

Instructor: Professor Catherine Forbes

Office Number: FA 2122

Cell Number (call or text): 817-313-1369

Email Address: cforbes@uta.edu

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

Office Hours: By Appointment

Course Number, Section Number, and Course Title:

All undergraduate and graduate courses covered in this document

All students enrolled in lessons must also be enrolled in the Studio Class course number:

MUSI 0010.009

Time and Place of Class Meetings:

Applied Lesson: Individually Assigned; FA 2122

Studio Class: MUSI 0010.009: Monday 1:00-2:20; FA 311

Description of Course Content:

Applied Lessons are offered to the student in the form of private weekly instruction. Each lesson is either one half-hour or one hour in length, depending on the course number. The student's specific time is to be arranged with the instructor the first week of classes.

Student Learning Outcomes:

The student will be able to:

Non-Major:

- Demonstrate proper physical setup
- Execute assigned scales
- Demonstrate awareness of fundamental concepts of sound production and control

Freshman:

- Demonstrate proper physical setup
- Describe fundamental concepts of sound production and control
- Execute 75% of the proficiency scale requirement
- Demonstrate fluidity and control over right and left hand coordination

Sophomore:

- Execute 100% of the proficiency scale requirement
- Describe advanced concepts of sound production and control

- Demonstrate a variety of musical styles representing different compositional periods
- Perform a proficiency exam (one piece must be memorized)

Junior (Performance):

- Execute advanced scale technique
- Perform a full recital (minimum 40 minutes prepared material, one piece memorized). Students must pass recital hearing three weeks before scheduled recital date in order to perform degree recital. Any exceptions must be made in consultation with the area coordinator.
- Demonstrate advanced technique in bow strokes
- Discuss style differences between different periods of classical music

Junior (Education/Theory/Media/Business):

- Perform interval scales (thirds and sixths)
- Perform in a public venue (Honors Recital, Studio Recital, off campus, etc.)
- Demonstrate advanced technique in bow strokes
- Discuss style differences between different periods of classical music

Senior (Performance):

- Execute advanced scale technique
- Demonstrate advanced technique in left and right hands
- Perform a full recital (minimum 50 minutes prepared material, 20 minutes memorized). Students must pass recital hearing three weeks before scheduled recital date in order to perform degree recital. Any exceptions must be made in consultation with the area coordinator.
- Write program notes, demonstrating knowledge of the composer and his/her compositional time period. Final draft is due at the recital hearing.

Senior (Education):

- Execute advanced scale technique
- Demonstrate advanced technique in bow strokes
- Perform a full recital (minimum 40 minutes prepared material, one piece memorized). Students must pass recital hearing three weeks before scheduled recital date in order to perform degree recital. Any exceptions must be made in consultation with the area coordinator.
- Write program notes, demonstrating knowledge of the composer and his/her compositional time period. Final draft is due at the recital hearing.

Graduate:

- Execute advanced scale technique
- Demonstrate advanced technique in left and right hands
- Perform a full recital (minimum 60 minutes prepared material). Students must pass recital hearing three weeks before scheduled recital date in order to perform degree recital.
- Write program notes, demonstrating knowledge of the composer and his/her compositional time period. First draft due two weeks before recital date.
- Curricular Practical Training: Students are expected to seek professional opportunities as a part of this course. Participation and progress in these endeavors must be approved and overseen by applied instructor. Private instruction, participation in professional orchestras, and chamber music performance are examples of approved activities. These activities will be assessed as a percentage of the weekly lesson grade.

Attendance Policy:

At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator in student success. 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 following attendance policy:

Students must attend all lessons, all studio class sessions, and all required recitals/concerts. Unexcused lessons will not be made up and the final grade will be affected. Midterms and Juries will not be made up. If a student is more than 10 minutes late to a lesson, **the lesson will be canceled** and considered unexcused. The lesson will not be made up. See below for additional information.

However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients "begin attendance in a course." UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Blackboard. This date is reported to the Department of Education for federal financial aid recipients.

Requirements, Attendance and Expectations for Out of Class Study:

- Evidence of consistent progress by the student is expected. It is required that the student come to each lesson having completed the minimum level of preparation required. Beyond the time required to attend each lesson, students enrolled in this course should expect to spend additional time each week in course-related activities, including practicing, attending studio class, reading required materials, completing assignments, preparing for juries, etc. Please see the following suggested minimum practice hours. The number of hours required for recital/concert attendance will vary from week to week. Please see the list of concerts posted outside Professor Forbes' door for the most current schedule.

Non-performance music majors:	2 hours of practice per day
Performance majors:	3-4 hours of practice per day
Non-majors:	1 hour of practice per day
Masters of Music in performance:	4 hours of practice per day
- In general, this is the minimum time commitment required to achieve the results expected on an applied instrument. This practice must occur on a daily basis. It is not possible to skip practice days and then make up practice at a later time. Improvement on a musical instrument is cumulative – practice must occur daily.
 - Scales: to be practiced every day. They are the foundation of our technique and our repertoire and are an integral part of a daily practice routine.
 - Etudes and Technical Exercises: will be assigned on a weekly basis. Each student must perform for Professor Forbes twelve (12) etudes per semester either in a lesson, studio class, or pre-arranged time. In order to successfully pass each etude, the student must:
 - Correctly play all notes, rhythms, and bowings
 - Maintain steady tempo as indicated
 - Demonstrate the correct technical purpose of the assignment as explained in lesson
 - Demonstrate all dynamics, articulations, tempo changes, expressive markings
 - Perform cleanly with no stops or stumbles

- Project with a confident, strong tone
 - Etudes are very goal specific and should be practiced in this manner. If a student does not have a clear understanding of the manner in which a particular etude or exercise should be practiced, then they should immediately consult with a fellow student or make an appointment to review the question with instructor.
 - Student will refer to Individual Student Learning Outcome for student specific scale, etude and technical exercises assignments. SLO will be distributed the first week of classes.
- The student must be warmed up for the lesson. If the student has evidently not warmed up for 30 minutes prior to the lesson, the lesson grade may be affected. If a student has a class immediately prior to the lesson, it is expected that the student will warm up for 30 minutes prior to the class.
- Students are required to come to lessons with the instrument and bow in good working order and all materials organized for productive study.
- Students are responsible for providing an accompanist when deemed necessary by the instructor. Failure to do so may impact the student's lesson grade.
- The student is required to attend weekly Studio Classes as required by the instructor.
- During the first week of class, students will chart out the entire semester on a personal calendar. In the calendar, the student is expected to enter all performances (solo, chamber, orchestra), all performance exams (jury, recital hearings, midterms), all exams/large assignments, and any additional practice/memorization goals. Students are expected to bring this chart to their next lesson the following week for review.
- Students are expected to chart weekly practice, and any goals and/or concerns that arise. At the start of each studio class, students will turn in the practice log from the previous week, totaling the hours practiced and any concerns that came up that week as well as the accomplishments met. This will serve as another opportunity to communicate with the instructor. At the start of each studio class, students will additionally turn in a weekly calendar with intended practice hours and the goals for the next week. Weekly calendars will be provided in each studio class.

Lesson Recordings:

Lessons will be recorded every week. The goal of recording lessons is to develop an objective ear and perspective to carry into the practice room.

Students will purchase an SD card (4-32GB) and **bring it to every lesson**

Students are required to listen to/ watch their recording within 48 hours of the lesson. After writing down notes from the lesson, the student can approach the ensuing practice sessions with newly reinforced ideas and objective observations from the lesson.

Students will be required to listen to/watch the recording each week and maintain an electronic notebook, logging notes from each recorded lesson. Students should be observing:

- the main points in the lesson
- their own playing
- the teacher's response
- changes brought about by the teacher's response
- reminders on how to practice particular passages or techniques
- posture and visible technical issues
- physical tension

Students are required to listen to their recording within 48 hours of the lesson. After writing down notes from the lesson, the student can approach the ensuing practice sessions with newly reinforced ideas and objective observations from the lesson.

The student must email lesson notes to Professor Forbes at cforbes@uta.edu within 48 hours of the lesson. These notes may be evaluated as part of the Lesson Performance grade.

Recital Attendance:

Students are required to attend all recitals posted and indicated on the board outside Professor Forbes' office (FA 2122). If an illness or conflict arises, it is the student's responsibility to receive an excused absence from Professor Forbes before the scheduled event. All communication must occur IN WRITING via email. Texting or voicemail is not acceptable. Make-up events will be offered if it is necessary to miss a concert. However, the student's best effort should be made to attend every scheduled event.

Required Textbooks and Other Course Materials:

- SD card (4-32GB)
- Electronic metronome and tuner
- Individual course assignments (solos and etude books) will be addressed at first private lesson. It is the responsibility of the student to order assigned music at that time. Additional work requiring music purchases may be assigned as the semester progresses. It is the responsibility of the student to order assigned music promptly for each new assignment.
- Video recordings as assigned.
- Studio Class Articles provided by Professor Forbes

Descriptions of Major Assignments and Examinations with Due Dates:

Midterm Exam (Scale and Technique Exam for all applied viola students)

October 8 – 11, FA 2122, to occur during the student's regular private lesson time that week. Scale/ Technique Requirements to be determined no later than September 28, 2018.

Midterm Exams for All 4th Semester String Students (2222 or 2245)

4th Semester Midterms: October 19, 2018, 1:00-2:20pm, location TBA
All 4th Semester (2222 or 2245) Midterm Exams will be heard by the entire string faculty.
Repertoire Requirements to be determined no later than September 28, 2018.

Studio Recital:

Viola Studio Recital: November 3, 2018, 3:00 pm, First Jefferson Unitarian Church
Dress Rehearsal November 3, 2017, 1:00-2:30pm, First Jefferson Unitarian Church

Final Jury:

December 6 & 12, 2018, Irons Recital Hall, Time TBD
Scale/ Technique/ Repertoire Requirements to be determined no later than November 16, 2018.
When assigned an accompanist, it is the student's responsibility to ensure an accompanist is present at the jury. Failure to perform with an accompanist, when assigned, will result in a lower grade.

4th Semester (2222 or 2245) Proficiency Requirements

In the proficiency exam, all students will demonstrate the ability to:

- Demonstrate the full range of the instrument

- Demonstrate the ability to play in every key through scales, arpeggios, and/or technical exercises
- Demonstrate clear and convincing phrasing
- Repertoire demonstrates an understanding of contrasting musical time periods and styles
- Demonstrates evidence of musical expression
- Technical control and variety
- Memorization Proficiency
- Professional Presentation

Additionally, violists will be able to:

- Perform all scales in 3 octaves (Major, natural minor, melodic minor, harmonic minor), memorized. Scales must be performed at a minimum speed of quarter note = 40. One bow per quarter note slurring eighth notes (two per bow).
- Perform all Major and minor arpeggios in 3 octaves, memorized. Arpeggios must be performed at a minimum speed of quarter note = 50, as one quarter note per bow.
- Repertoire must include at least two selections, one from the baroque or classical period and one from the romantic or 20th/21st century. Students must have a minimum of 15 minutes of repertoire prepared.
- One piece must be memorized

For violists wishing to enter the performance track, the following skills must be demonstrated:

- Perform scales as listed above. Additionally, for performance majors, slurs are expected in duple, triple, and quadruple values (eighths, triplets, sixteenths).
- Perform all arpeggios: i, I, vi, IV, iv, d7, D7. Arpeggios must be performed 3 notes per bow, memorized.
- Repertoire must include a concerto movement and two movements of unaccompanied Bach. Student must have a minimum of 30 minutes of music prepared.
- One piece must be memorized.

Performance Assignments:

See Individual Student Learning Outcomes

Writing Assignment:

Students are required to write program notes for each piece he/she is working on in the lesson. **A preliminary draft will be required no later than two weeks after the piece is assigned.** Revisions are expected based on feedback from Professor Forbes. Final drafts are required to accompany the performance of the work. Students giving recitals are expected to write formal program notes complete with annotated footnotes. **Recital program notes will be due at the recital hearing.** All program notes should have a minimum of three sources, one of which must come from the UT Arlington library. Students may be asked to provide documentation of his/her research process.

Students are required to write a written response/reflection to articles and book chapters assigned. These are to be turned in no later than one week after the article is assigned.

Reading Assignment:

A series of articles will be provided by Professor Forbes for this semester's reading assignment.

Students are responsible for reading the entire text (chapters/articles to be assigned by Professor Forbes). Students are expected to participate in studio class group discussions and complete all written responses.

Grading Policy:

Jury/ Recital Hearing: 40%

Midterm: 10%

Lesson Performance: 30%

Recital Attendance: 10%

Studio Class: 10%

NOTE: see “Solo Recital” for the possible exception to the above grading policy.

Final grade is based on performance in these main areas:

Lesson Performance:

The student should come to each lesson prepared to perform all assigned materials including scales, exercises, etudes, solo materials, and excerpts. Evidence of consistent progress is required. Responsiveness and focus are required in each lesson. The student is expected to follow directions quickly and to be receptive to instruction. The student must follow all procedures outlined in Lesson Recordings section. Failure to meet any of these expectations will result in a lower grade. Student success will be charted weekly on the Applied Lesson Sheet distributed at the end of each lesson. It is expected that the student will use this Applied Lesson Sheet, in addition to their lesson recording notes, to prepare for the following lesson.

If a student is more than 10 minutes late to a lesson, **the lesson will be canceled** and considered unexcused. The lesson will not be made up. Please no gum, no drinks, and no food in studio during the lesson. Cellular phones must be turned off. Professional/business casual attire please.

Program Notes, as described in the Writing Assignment section, will be graded as part of the Lesson Performance Grade.

Midterm Exam:

Specific repertoire and technical materials will be assigned by the instructor at the beginning of and possibly throughout the semester. The student is required to perform the assigned materials at a level considered competent by the instructor.

Final Jury Exam:

Students enrolled in major or concentration applied study are required to perform for a faculty jury at the end of each semester. The assigned Student Learning Outcomes will be the basis of the student’s final jury exam. The student will be evaluated according to the following criteria: tone quality, intonation, technique, musicality, rhythm, and stylistic interpretation.

Recital Attendance:

See Recital Attendance above. Professor Forbes will provide a list of all required recitals/concerts. This information will also be posted outside FA 2122. Please note that this list is subject to change throughout the semester. Therefore, the official list of required events will be the one posted outside Professor Forbes’ door. The student will save and sign a program from each required recital attended to receive recital attendance

credit. The signed programs are to be placed in the designated envelope on the Viola Board outside Professor Forbes' door.

Studio Class:

Students are required to attend all studio class sessions. Studio Class meets Mondays 1:00-2:30 in FA 311. Failure to attend studio class will result in a lower grade. In the first studio class of the semester, the student will be asked to complete a form outlining his/her goals for the semester. The student is expected to use the syllabus and the student learning outcomes to inform these goals. The form is due no later than the following studio class.

Solo Recital:

Performance majors in their sixth and eighth semesters are required to give solo recitals. Education majors in their seventh semester are required to give a solo recital. Masters students in their fourth semesters are required to give a solo recital. These recitals must be completed in the aforementioned semester. Students must successfully complete and pass a Recital Hearing no later than three weeks prior to the recital in order to proceed with the recital (see Recital Hearing). It is the student's responsibility to secure the date, time, and committee for the hearing. The recital and hearing date are to be set within the first two weeks of the semester. An area form, to be supplied and approved by the applied teacher, must be signed by each member of the committee. If the recital is not given, the student will receive an incomplete for the semester (I). If the recital is not successfully completed in the following long semester (fall/spring), the grade will be changed to an F.

Recital Hearing:

The recital hearing is required for all undergraduate level recitals. Graduate students are not required to perform a recital hearing. The recital hearing for all undergraduate degree recitals is a pass/fail event. Each student in his/her recital semester will be given one opportunity to present and pass the recital hearing. The entire recital program must be prepared and presented in the recital hearing. **A formatted program and program notes are due at the recital hearing.** The student must complete and pass the recital hearing no later than three weeks prior to the recital. Failure to play the hearing no later than three weeks prior to the recital may result in a failed grade for the hearing. The area coordinator must approve any exceptions to this timeline. It is the student's responsibility to secure the date, time, and committee for the hearing. The recital and hearing date are to be set within the first two weeks of the semester. An area form, to be supplied and approved by the applied teacher, must be signed by each member of the committee. A three-member panel of UT Arlington music faculty will evaluate each recital hearing. A minimum of two faculty members must be from the string area and one of these two must be the applied teacher. In the event that a member of the recital hearing committee is unavailable to attend the hearing in person, video review is a permissible option with the prior approval of the area coordinator.

In the event that the student does not pass the recital hearing, he/she will be given an F in the course and will be required to repeat the course in the following long semester (fall/spring). The student will not be permitted to repeat the recital hearing until the next long semester.

Note: For those on scholarship, failure to meet these minimum requirements could result in loss of scholarship.

Expectations for Out-of-Class Study: see Requirements for the additional hours per week of the student's own time in course-related activities, including practicing, reading required materials, completing assignments, attending recitals, preparing for juries, etc.

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://web.uta.edu/ses/fao>).

Disability Accommodations:

UT 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)*, *The Americans with Disabilities Amendments Act (ADAAA)*, and *Section 504 of the Rehabilitation Act*. 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 disability. Students are responsible for providing the instructor with official notification in the form of a letter certified by the **Office for Students with Disabilities (OSD)**. Only those students who have officially documented a need for an accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:

The Office for Students with Disabilities, (OSD) www.uta.edu/disability or calling 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability.

Counseling and Psychological Services, (CAPS) 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.

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.*

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 or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or jmhood@uta.edu.*

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.

UT Arlington faculty members 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.

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/>

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 face-to-face and online classes categorized as "lecture," "seminar," or "laboratory" are directed to complete an online 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 via the SFS database is aggregated with that of other students enrolled in the course. Students' anonymity will be protected to the extent that the law allows. UT Arlington's effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit <http://www.uta.edu/sfs>.

Final Review Week:

for semester-long courses, 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://wweb.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.

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 visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at <http://www.uta.edu/universitycollege/resources/index.php>.

University Tutorial & Supplemental Instruction

(Ransom Hall 205): UTSI offers a variety of academic support services for undergraduate students, including: 60 minute one-on-one tutoring sessions, Start Strong Freshman tutoring program, and Supplemental Instruction. Office hours are Monday-Friday 8:00am-5:00pm. For more information visit www.uta.edu/utsi or call 817-272-2617.

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. Students can drop in, or check the schedule of available peer tutors at www.uta.edu/IDEAS, or call (817) 272-6593.

The English Writing Center (411LIBR): [Optional.] The Writing Center offers **FREE** tutoring in 15-, 30-, 45-, and 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Register and make appointments online at <https://uta.mywconline.com>. Classroom visits, workshops, and specialized services for graduate students and faculty are also available. Please see www.uta.edu/owl for detailed information on all our programs and services.

The Library's 2nd floor Academic Plaza offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the library's hours of operation.
<http://library.uta.edu/academic-plaza>

Course Schedule:

Refer to:

**Descriptions of Major Assignments and Examinations with Due Dates
Recital Attendance**

- Week 1: Departmental Convocation, All Area Studio Meeting, discussion of individual SLO's, discussion of repertoire assignments, etude and technique assignments
- Week 2: Repertoire assignments, individual SLO distributed, contract/ goal sheets due, weekly practice calendars due every Monday in Studio Class until the end of the semester
- Week 3: Prepare for Midterm Exams and solo recital if applicable, deadline to purchase assigned repertoire, Recital Hearing Forms due
- Week 4: Prepare for Midterm Exams and/or solo recital if applicable
- Week 5: Prepare for Midterm Exams, and/or solo recital if applicable, first draft of program notes due
- Week 6: Prepare for Midterm Exams, and/or solo recital if applicable. Midterm requirements will be assigned
- Week 7: Prepare for Midterm Exams
- Week 8: Midterm Exams October 8 - 11, 2018
4th Semester Midterm Hearing for 2245 and 2222 October 19, 2018, 1:00-2:30pm
see Descriptions of major assignments and examinations with due dates
- Week 9: Prepare for Juries, studio recital, and/or solo recital if applicable
Travis Baird Master Class November 15, 12 – 2:30pm
- Week 10: Prepare for Juries, studio recital, and/or solo recital if applicable
Jeffrey Irvine Viola Master Class November 22, 12 – 2pm (save the date)
- Week 11 Viola Studio Recital: November 3, 2018, 3:00pm, First Jefferson Unitarian Church
Dress Rehearsal November 3, 2017, 1:00-2:30pm, First Jefferson Unitarian Church
- Week 12: Prepare for Juries and/or solo recital if applicable
- Week 13: Prepare for Juries
- Week 14: Prepare for Juries/ Dead Week
- Week 15: Prepare for Juries
- Jury: December 6 & 12, 2018, Irons Recital Hall: see **Descriptions of major assignments and examinations with due dates**

Students are expected to attend their weekly lessons as well as the weekly Viola Studio Class.

“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..... <http://www.uta.edu/library>
- Subject Guides..... <http://libguides.uta.edu>
- Subject Librarians..... <http://www-test.uta.edu/library/help/subject-librarians.php>
- Database List <http://www-test.uta.edu/library/databases/index.php>
- Course Reserves <http://pulse.uta.edu/vwebv/enterCourseReserve.do>
- Library Catalog..... <http://discover.uta.edu/>
- E-Journals..... <http://utalink.uta.edu:9003/UTAlink/az>
- Library Tutorials <http://www.uta.edu/library/help/tutorials.php>
- Connecting from Off- Campus..... <http://libguides.uta.edu/offcampus>
- Ask A Librarian..... <http://ask.uta.edu>

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

