

MUSI 4302.001 Jazz Arranging
Spring 2018 Syllabus

Instructor: Professor Dan Cavanagh
Teaching Assistant: Ben Skrabanek (benjamin.skrabanek@mavs.uta.edu)

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Faculty Profile: <https://www.uta.edu/profiles/daniel-cavanagh>

Office Hours: By appointment. To set up an appointment, email the professor, preferably with a list of times that will work for you.

Section Information: MUSI 4302.001

Time and Place of Class Meetings: Fine Arts 305, times and days TBA. Since this year it will effectively be an independent study, the below course schedule may be modified heavily, but all content will be covered and assignments assigned.

Description of Course Content: Arranging in the jazz and commercial idioms with emphasis on the large jazz ensemble (big band). Prerequisite: MUSI 3125 and 3225 or consent of the instructor.

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

- Discuss and demonstrate various methods for scoring individual big band instrumental sections (rhythm, trumpet, trombone, saxophone/woodwinds)
- Discuss and demonstrate the typical form for a standard big band arrangement
- Discuss and demonstrate appropriate transposition, notation, and score set-up techniques in the jazz idiom
- Theoretically analyze and deconstruct standard jazz big band arrangements
- Compose for a standard jazz big band
- Professionally prepare and deliver a full score and parts using computerized music notation software

Required Textbooks and Other Course Materials:

Arranging for Large Jazz Ensemble by Dick Lowell and Ken Pullig, published by Berklee Press

Inside the Score by Ray Wright, published by Kendor Music

Modern Jazz Voicings by Ted Pease and Ken Pullig, published by Berklee Press

Each is available from the UT Arlington Bookstore, or various online sources

You also need blank music manuscript paper for taking notes and completing assignments in class.

Descriptions of major assignments and examinations:

See the course outline document for the daily schedule. LATE ASSIGNMENTS ARE SUBJECT TO A FULL LETTER GRADE REDUCTION per half-hour, or fraction thereof, they are late.

Major assignments in this course:

- Big Band Arrangement #1: Arrangement of a jazz standard. Due Thursday, March 5, 2015 at class time. You will need to turn in a completed, printed, computer-notated score of your

arrangement at the start of class time. Parts will be due the Tuesday after spring break. A detailed arrangement assignment sheet will be provided.

- Big Band Arrangement #2: Arrangement of a jazz standard or original composition. Due Thursday, May 14, 2:00pm (our class final exam time). You will need to turn in a completed, printed, computer-notated score of your arrangement at the start of class time, and taped, printed parts for each instrument. A detailed arrangement assignment sheet will be provided.

Attendance: Because learning does not just occur via graded assignments and tests, but through all of the interactions a student has with course content, material, the professor, and peers, attendance is taken in this course. Students are allowed one unexcused absence. Additional unexcused absences will result in a lowering of the final grade by 3% per occurrence. A doctor's note is required for an excused absence. Additional *extenuating* circumstances resulting in requests for an excused absence must be discussed with, and approved by, the professor in writing (email preferred) prior to the absence. If an absence is unexcused, no in-class work (such as exams or in-class exercises) may be made-up for credit. Likewise, assignments not turned in due to an unexcused absence will not be accepted and will receive no credit. *Excessive tardiness may be considered an absence at the professor's discretion.* Work, including outside gig performances, is not an acceptable excuse for missing class. Remember you are making a commitment to all of the course dates by signing up for this course. The professor will NOT go over course material missed as a result of an absence.

Grading:	Homework	30%	100-90%	A
	Quizzes	10%	89-80%	B
	Arrangement #1	30%	79-70%	C
	Arrangement #2	30%	69-60%	D
		100%	59%-0%	F

Grading Scale: A: 90≤100% B: 80<90% C: 70<80% D: 60<70% F: 0<60%. Due to the University policy of not awarding pluses or minuses with grades, all grades (including the final grade) will not be rounded, without exception.

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.

Make-up Exams: Exams and other graded assignments may *only* be made up if the absence is excused. See the above attendance policy for the definition of an excused absence.

Makeup Policy: Late assignments are not accepted – **you will receive a 0% for any assignment turned in late**, and the assignment will not be given feedback. Assignments are due at the beginning of the class period on which they are listed in the course outline. If you have extenuating circumstances you must consult with the professor first, and he must approve of a change in due date *via writing or email* for any assignment.

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 3 hours per credit hour per week of their own time in course-related activities, including reading required materials, completing assignments, preparing for exams, etc. Out of class time related to this course may be more if students wish to earn an A grade in this course.

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 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.

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 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>.

The professor will communicate important information with you via email. I will use the email address you have set up in the MyMav system. You will be held responsible for the information sent there. Ensure you check this email address on a regular basis (I suggest DAILY). If you need assistance with MyMav or your email, you may contact the Office of Information Technology (<http://oit.uta.edu>).

Disruptive Student Conduct: It is the goal of the professor to create an environment conducive to efficient learning. If a student is distracting his or her fellow students and/or professor by surfing the net, talking, texting, etc., he or she may be asked to leave the classroom for the remainder of the period without warning. If the behavior continues or is repeated, the student may be referred to the Office of Student Conduct for disciplinary action. Disruptive conduct includes but is not limited to: distractions involving cellular phones, computers, and pagers during classroom lectures, excessive chattering, tardiness and blatant inattentiveness that distracts or disturbs the instructor or other students. For more information on disruptive student conduct, please see the Code of Student Conduct and Discipline in the UT Arlington Handbook of Operating Procedures, or visit <http://www.uta.edu/studentaffairs/conduct/>

Student Feedback Survey: At the end of each term, students enrolled in classes categorized as "lecture," "seminar," or "laboratory" shall be 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 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.

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 room 302, to the left from this classroom, and then left, at the end of the hall. 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 individuals with disabilities.

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 www.uta.edu/resources.

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/aao/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: 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/>.

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/>

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 or call (817) 272-6593.

The English Writing Center (411LIBR): The Writing Center Offers free tutoring in 20-, 40-, or 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Our hours are 9 am to 8 pm Mon.-Thurs., 9 am-3 pm Fri. and Noon-6 pm Sat. and Sun. Register and make appointments online at <http://uta.mywconline.com>. Classroom Visits, workshops, and specialized services for graduate students 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>

<p>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.</p>

[COURSE SCHEDULE BEGINS NEXT PAGE]

Jazz Arranging Course Outline, MUSI 4302.001
Spring 2018
Professor Dan Cavanagh
FA 305 817.272.1107
cavanagh@uta.edu

Please Note: All assignments are due on
the date they are listed.
KEY: IS = *Inside the Score*
ALJE = *Arranging for Large Jazz Ens.*
MJV = *Modern Jazz Voicings*

Course Schedule – MUSI 4302.001 Spring 2018, Prof. Cavanagh

NOTE: This outline is subject to change according to the pedagogical needs of the course. I may also verbally assign or change homework during class, and it may or may not be listed on this outline. The student is responsible for taking accurate notes and asking for clarification if needed.

If an assignment lists "(blackboard)", the file must be uploaded to blackboard by class time on the date listed.

The following recordings are in the AFA library. They will be very useful to you when you begin to put together your full big band charts. There are also many, many other big band recordings available for check-out at the library – I encourage you to take advantage of the listening resources here at UT Arlington.

CD S0565 (Basie Straight Ahead)
CD S0591 (Definitive Thad Jones, Vol. 1/Mel Lewis Jazz Orchestra)
CD S0590 (Definitive Thad Jones, Vol. 2/Mel Lewis Jazz Orchestra)
CD S0566 (Atomic Basie)
CD M0193 (Complete Clef/Verve Basie recordings)
CD S0654 (Chairman of the Board)
CD M0241 (Complete Ellington live at Newport 1956)
CD S0733 (Ellington Far East Suite)
CD S0732 (Such Sweet Thunder)
CD S0559 (New Works – Brookmeyer)
CD S0740 (Spirit Music – Brookmeyer)
CD S0738 (Sky Blue – Maria Schneider)
CD S0585 (Allegresse – Schneider)

NOTES: Please bring your *Inside the Score* textbook to each class (you will not need the other two unless specifically notified). Many of the assignments turned in will need to be copies of your personal work, as you will continue to need that work for the next assignment(s) before I am able to return the graded work. Copiers are located in the Architecture and Fine Arts Library, or in many other locations throughout campus.

Week 1

TUESDAY, Jan. 17: Introduction. Setting up a score. Instruments, doubles, ranges, transpositions. Notational considerations. Accents and articulations. Overview of Finale for notation. Development sketches. Researching a jazz song for arrangement. Rhythmic variations of melody.

THURSDAY, Jan. 19: **Transposition Pre-Quiz** [Note: This quiz will be graded but will not count towards your semester grade – it is designed to help you become aware of your current understanding of transposition] ALJE Chapter 1 (all); Review *Jazz Composition: Theory and Practice* Chapter 1 (all)
Due: Turn in a paper copy of the lead sheet for the jazz standard you wish to arrange

Week 2

TUESDAY, Jan. 24: Graph of arrangement. Rhythmic variations of melody. Sketch scores. Development sketches. Orchestration of head. Graphs of arrangement. (Analyze Basie charts if time)

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Read: IS p.2-3; ALJE Chapter 1 & 2 (all); IS 6-8, IS 46-47, listen to “Basie Straight Ahead” (AFA reserve CD S0565), “Three in One” (AFA reserve CD S0591), “Isfahan” (AFA reserve CD S0733, on Far East Suite)
Due: Development sketch sheet of melody

THURSDAY, Jan. 26: **Quiz on standard instrumental transpositions.** Block Voicings – intro and review
Read: IS 9-12, IS 29, IS 49-57; ALJE Chapter 3 (all); *Modern Jazz Voicings* Chapter 3 (all) (AFA reserve MT73.5 .P43 2001); Listen to “Corner Pocket” (AFA reserve CD M0193 on Complete Basie Clef/Verve), “Blues in Hoss’ Flat” and “Moten Swing” (AFA reserve CD S0654 on Chairman of the Board)
Due: Detailed graph of the head for your arrangement.

Week 3

TUESDAY, Jan. 31: Block Voicings– tutti Brass voicings
Read: ALJE Chapter 4 (all); Listen to “Teddy the Toad” (AFA reserve CD S0566 on Atomic Basie)
Due: Completed detailed graph of the rest of your arrangement.

THURSDAY, Feb. 2: NO CLASS TODAY – participate in the Society of Composers, Inc. conference!
Read: ALJE Chapter 6 (all); *Modern Jazz Voicings* Chapter 7 (all)
Due: Trombone/Trumpet scoring assignment

Week 4

TUESDAY, Feb. 7: Adding trumpet and saxophone into ens/tutti voicings (shout sections). Characteristics of shout lead lines.
Read: ALJE Chapter 12 (all), Read: ALJE pp. 149-154; Listen to “Splanky” and “Lil’ Darlin’” (AFA reserve CD S0566 on Complete Atomic Basie)
Due: nothing

THURSDAY, Feb. 9: NO CLASS TODAY – Prof. Cavanagh at TMEA with several class members.
Due: 1) Shout section scoring assignment #1; (place in Prof. Ca (in Prof. Cavanagh’s mailbox in the music office by class time)

Week 5

TUESDAY, Feb. 14: Saxophone soli writing. Soli lead line characteristics
Read: ALJE Chapters 8 and 10 (all); Listen to “Little Pixie” (AFA reserve CD S0591 on Definitive Thad Jones Vol. 1)
Due: 1) Shout section lead trumpet line (16 bars – last 16 of your form); 2) Completed sketch score of the head

THURSDAY, Feb. 16: Soli writing: not just block voicings: explosion technique, unison lines, coupling, etc.
Read: ALJE Chapter 2 and 8 – review (we’ve already read this, make sure you are familiar with all of it)
Due: Saxophone soli scoring assignment #1; 2) Shout section scoring assignment #2; 2) Complete score of the head for your tune, computer notated (32 bars). You do not need rhythm section parts in the score yet, only horns. (blackboard). Please upload both a PDF file and the original Finale or Sibelius file.

Week 6

TUESDAY, Feb. 21: Background writing
Read: ALJE Chapter 11 (all)

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- Due: 1) Saxophone soli lead line (over 1st 16 bars of form)
2) Saxophone soli scoring assignment #2
3) Completed shout section in sketch score

THURSDAY, Feb. 23: Intros/Outtros, Completing and notating the rhythm section parts. Schedule brief meetings for early next week.

Due: Completed shout section, computer notated (blackboard, upload both the original notation file and a PDF)

Week 7

TUESDAY, Feb. 28: Reserved for remaining topics and final questions - Individual 15-min. also scheduled Mon – Wed of this week Finalizing details of your chart.

Due: You must bring or email to me the current state of your Finale or Sibelius file of your chart. That should include all previous computer-notated sections, plus the completed saxophone soli, now computer notated in your score

THURSDAY, Mar. 2: Summary of first chart – process/etc. Discussion re: creating parts.

Due: COMPLETED CHART #1 (score, parts not needed yet). Please turn in a printed score according to the specifications listed in the original assignment. Also upload completed score to blackboard (in Finale or Sibelius Format, plus a PDF file). Congratulations!

Week 8

TUESDAY, Mar. 7: Modal/Planing exercises; Discuss next chart assignment

Listen to “Alone” (AFA reserve CD S0740 on Spirit Music) and “Allegresse” (AFA reserve CD S0585 on “Allegresse”). Read MJV (pages TBA)

Due: Parts edited/printed/taped for Chart #1

THURSDAY, Mar. 9: Modal/planning; Study Maria Schneider scores in class.

Due: Have chosen the song or original for your next arrangement – bring in a printed copy of the lead sheet so I can check it off.

March 14 & 16: SPRING BREAK – NO CLASS

Week 9

TUESDAY, Mar. 21: Orchestration decision-making/ideas. Score reduction

Due: Modal planing composition exercise #1 (See “comp. handout #1”)

THURSDAY, Mar. 23: Read: Watch Fred Sturm’s online composition clinic (www.fredsturm.com) on “Take It All” (if it is posted – currently this portion of his website says “coming soon.” Another assignment will be given if this is still not posted)

Due: Development sketch sheet for second chart.

Week 10

TUESDAY, Mar. 28: Through-composing charts (“organic writing”)

Read: IS p. 148-157; Listen to “First Love Song” on the book’s CD recording; Listen to “Sky Blue” (AFA reserve CD S0738 on Sky Blue)

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Due:

THURSDAY, Mar. 30: No Class. Individual Meetings Scheduled

Week 11

TUESDAY, Apr. 4: "Emotional Graphs."

Due: Score Reduction – 16 bars, non-shout-section, from a chart of your choosing, as approved by me.
Computer Notated (blackboard upload both a PDF and the original notation file)

THURSDAY, Apr. 6: Group Class TBA. "Head-in" and "head-out" portions of your arrangement due and scored out, computer notated (uploaded to blackboard).

Week 12

TUESDAY, Apr. 11: More specifics on writing for rhythm sections. Look at various examples from real charts.

Due: Sketch score for the middle part of the piece (between the first melodic statement and last)

THURSDAY, Apr. 13: Sam Jones and Mark Hartsuch Presentations

Due: Emotional graph of your arrangement. Score Reduction – 16 bars from a "shout" section in a chart of your choosing. Notify me if you need a particular score. Computer Notated (blackboard, turn in the original notation file and a PDF). Detailed graph of your 2nd arrangement.

Week 13

TUESDAY, Apr. 18: Articulations and detail-proofing of your scores. Schedule individual lessons for Wed/Thursday

Due: TBA Readings in *Changes Over Time: The Evolution of Jazz Arranging* by Fred Sturm (on reserve in the AFA library, MT73.5 .S7 1995)

THURSDAY, Apr. 20: NO GROUP CLASS: Individual 15-min. lessons

Due: You must bring or email to me the current state of your Finale or Sibelius file of your chart. That should include all previous computer-notated sections

Week 14

TUESDAY, Apr. 25: Writing for Vocalists and Soloists - introduction.

Due: TBA

THURSDAY, Apr. 27: TBA

Due: TBA

Week 15

TUESDAY, May 2: Individual 5-minute presentations on your pieces to the rest of the class [formal presentations]

Due: Have the entire middle section of your arrangement scored out in full (between first and last melodic statement) (blackboard)

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THURSDAY, May 4: NO GROUP CLASS TIME Individual 15-min. lessons scheduled during class time and otherwise.

Due: You must bring or email to me the current state of your Finale or Sibelius file of your chart. That should include all previous computer-notated sections

Week 16 - FINALS

Wednesday, May 12, 4pm: CHART # 2 IS DUE by the reading session time; Wednesday, May 15, 4pm. Room FA 115 (Band Hall), both full score and printed/edited/taped parts. Make sure there is one copy of the score for you and one for me. You should also upload the PDF and music notation file (either MusicXML or Finale) to Blackboard.

The UT Arlington Jazz Orchestra will read your chart during this time. You are required to attend unless you have another final exam during this time. Both score and parts are required.