

# Music Theory V – Form & Analysis

MUST 3215

Syllabus

Instructor: Dr. Brian Jarvis (bejarvis@utep.edu)

The University of Texas at El Paso – Fall 2019

## Course description

Theory V (a.k.a., Form & Analysis) is the study of tonal musical forms at both large and small levels. The goals of this course are to be able to: (1) represent musical analyses graphically, (2) use personal analytical skills to comprehend a piece's structure, (3) further develop verbal and written ability to accurately describe music in an intelligent and effective manner, (4) and to develop the skills necessary for analyzing music across a wide range of styles and formal possibilities.

## Useful information

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<b>Course website</b>	The course website (Blackboard) has course documents, assignments, handouts, weekly quizzes, reading quizzes, and proficiency quizzes. It also contains useful links to helpful websites and printable staff paper.
<b>Office hours:</b>	Fox Fine Arts Center 431 11:30 – 12:30 PM every Monday 11:30 – 12:30 PM either Wednesday or Friday, depending on which day we meet in Theory III. By appointment (just email me to set up a meeting).

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## Required materials for every class

- Staff paper
- Pencil with eraser (no need for pens)
- Notebook for class notes and reading notes
- Textbook

## Required materials for the course (don't need in class)

- Internet-connected, Windows or Mac laptop or desktop computer with a webcam and microphone (**available for free to UTEP students in the main library**)
  - Our exams will be taken online using the Respondus Monitor software
- Regular access to a Windows or Mac, laptop or desktop computer
  - Needs a current version of Google's Chrome browser
  - NOTE: The Blackboard "app" is not supported in this course
- Headphones
  - You'll be doing listening homework and exams on the computer, so you need headphones that are good enough to allow *you* to hear clearly.

### Recommended textbook

- William Caplin's *Analyzing Classical Form*  
**NOTE:** Caplin has two similarly titled books. You need the one with the word "Analyzing" in the title. The other book will not work for this course.

### Grading

- Your overall grade for the semester will be calculated as outlined below:
  - Daily Proficiency Quizzes 15%
  - Weekly Reading Quizzes 10%
  - Weekly Skills Quizzes 15%
  - Weekly Assignments 20%
  - Midterm Exam\* 20%
  - Final Project 20%
- Letter grades will be assigned as follows:

A	90-100	B	80-89	C	70-79	D	60-69	F	Below 60
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- Grade updates will be provided weekly throughout the semester via the email address on file in Blackboard. Please feel free to inquire about your current average at any time.
- \*In order to pass the course, your midterm exam grade needs to be higher than a 70%**

### Course Format

- Hybrid Course**  
This course is a hybrid of traditional face-to-face interaction and technology-based interaction. We will combine the strengths of meeting in a real classroom amongst a group of people with the efficient power of computers into a course that will provide you with the opportunity to individualize your practice until you can reach the required level of skill.
- Online Quiz Availability and Due Dates**  
All online quizzes will be due before the scheduled start of. For example, your Tuesday quizzes will be due before noon on Tuesday. The entire week's worth of materials will become available at noon on Thursday of the previous week.
- Weekly Skills Quizzes**  
We will typically only have one, face-to-face meeting per week. The day we don't meet will include an online, weekly skills quiz (in addition to the daily proficiency quizzes) over the topics introduced during the previous class period. These quizzes will help to prepare you for the weekly assignment.
- Daily Proficiency Quizzes**  
There are two sets of proficiency quizzes due each week. These are different than the weekly quizzes mentioned above. The proficiency quizzes are meant to give you regular, ongoing practice with core concepts as well as review with more recent concepts. While available, they can be taken as many times as necessary and you will be able to review the results immediately upon completing each quiz. Only the highest score ever recorded during the period of availability will count towards your grade. These quizzes are graded pass/fail.

## Reading Quizzes

You will first encounter all new material for this course on your own before coming to class. Each week, you will complete an online reading quiz (usually before Tuesday's class) that will help you learn the new concepts at your own pace. Then, in class, we will refine your understanding of those concepts together.

## Weekly Assignments

There is one paper assignment due each week. These assignments will include musical analysis and will give you the opportunity to encounter the concept of the week in a real piece of music as well as hone and refresh previously learned skills. As with all other work in this course, these assignments are to be completed by you alone. Unauthorized collaborations are not acceptable and all cases will be reported to the Office of Student Conduct and Conflict Resolution for consideration. You can only speak about the details of the assignments with Dr. Jarvis. See the "Academic Integrity and Scholastic Dishonesty" section for more details.

## Midterm Exam

There is only one exam in this course. The weekly quizzes, proficiency quizzes, weekly assignments, and in-class discussions are what will prepare you for the exam. Your grade on the exam is very important and it reflects your current ability in the class. **In order to pass the course, your midterm exam grade needs to be higher than a 70%.** An score of less than 70% on the midterm exam will result in an overall course grade of F.

## Respondus Monitor Software

The midterm exam will be online. We will be using the digital proctoring software that UTEP subscribes to called Respondus Monitor and Respondus Lock-Down Browser (both are free for you to use as UTEP students). In order to use these softwares, you need to have a Windows or Mac, laptop or desktop computer with a webcam, microphone, and you'll need your headphones. The main UTEP library has many, many computers with everything you need to sit down and take the exam. You can even check out headphones in the main library, one floor up from the main computer area. You can use your own computer as well, assuming it meets the requirements to run the softwares.

## Final Project

The final project involves you teaching your analysis of a complete piece to other students, assessing their understanding of your teaching, and responding to their evaluation of your presentation. You will make a video/audio recording of your presentation using PowerPoint and you'll narrate over the video using your voice. The particulars of this project will be explained in a document on the course website.

## No late homework

Late homework is **NOT** accepted. Unless you have made prior arrangements with the instructor, any missed homework, quizzes, and the exam will receive a grade of a zero. Exceptions can be made in the case of a genuine emergency or significant illness if written documentation (e.g., a note from a health care provider, an accident report, etc.) is shown to the instructor within one week of the due date. See the instructor if you are unsure about whether your absence will be counted as excused or unexcused.

## Attendance policy

- Plan to attend every class and to show up on time.
- One unexcused absence is allowed with no penalty.
  - Each subsequent unexcused absence will result in a **3% DEDUCTION FROM THE FINAL GRADE.**

Excused absences include documented illness, deaths in the family and other documented crises, call to active military duty or jury duty, religious holy days, and official University activities. These absences will be accommodated in a way that does not arbitrarily penalize students who have a valid excuse. Consideration will also be given to students whose dependent children experience serious illness. This does not mean that any note from a medical professional will excuse students from absences. Notes from medical providers should state that the student was unable, in their professional opinion, to be in class on the day or days in question. Voluntary appointments like teeth cleanings or physicals will not be excused. In accordance with the university policy the authority for deciding whether the student is excused for medical reasons rests with the instructor. Please feel free to check with the instructor if you are unsure whether or not an excuse counts as excused.

## Being prepared for class

In order to be prepared for class, you need to do following:

- Arrive before the scheduled start of class
- Stay for the duration of the class
- Not use cell phones, laptops, or other electronic devices during class (see policy below)
- Not distract others or the classroom environment in the opinion of the instructor
- Bring the required materials to each class (see Required Materials section above)

If any of the above requirements are not met, the student will be marked as being unprepared for class. The first three instances of being unprepared for class will be recorded by the instructor but do not impact your grade. Starting with the fourth instance and all instances after that, **1% WILL BE DEDUCTED FROM THE STUDENT'S FINAL GRADE** for each instance.

If you are late (tardy) tell the instructor **AFTER** class so that you can be counted as present. The instructor takes attendance at the very beginning of class and will not be updating attendance with late arrivals. This is done to ensure that class time is maximized for course content.

## Cell phones or other electronic devices

There is no need for students to use electronic devices during class. Audio recording, video recording, and photography are not allowed without prior authorization from the instructor. Before the scheduled start of class, students are expected to silence their electronic devices and put away all cell phones, laptops, tablets, or other electronic devices inside a closed bag or purse where they are not audible or visible to you or anyone else. Smartwatches (e.g., Apple Watch) can be worn but not used other than to look at the time. Any student whose technology item is visible or used during class will be marked as unprepared for class. See the section on being prepared for class to learn how this impacts your grade.

The instructor will not inform students if they violate the electronic device policy during class, and will instead discretely mark offending students as unprepared for class without disrupting class. This syllabus serves as the official warning for such violations. This is done to ensure that class time is maximized for course content.

## Exam Date

Midterm Exam	Week 11 – Part 1 – Thursday (terminology portion) – November 7 <sup>th</sup>
	Week 12 – Part 2 – Tuesday (phrase analysis) – November 12 <sup>th</sup>
	Week 12 – Part 3 – Thursday (sonata form analysis) – November 14 <sup>th</sup>

Be sure to mark these dates on your calendar and let the instructor know about conflicts within the first week of class. The university policy regarding final exams will be strictly adhered to.

## Academic Integrity and Scholastic Dishonesty

Information about The University of Texas at El Paso's definitions and expectations regarding academic integrity and scholastic dishonesty can be found at <https://www.utep.edu/student-affairs/osccr/student-conduct/academic-integrity.html>. In this course, all homework, quizzes, and exams are to be completed on your own. That means you should not discuss answers with anyone besides me, Dr. Jarvis. Do not listen to the examples together. When working with tutors, you cannot work on answers to assignments or quizzes that count towards your grade. You are allowed and encouraged to work on anything from the "Practice Area" on Blackboard with other people. You can practice concepts together when using non-assignment and non-quiz material. For example, you can practice harmonic analysis together by analyzing Clementi's piano sonatas as long as the excerpts you practice with are not on the assignments or quizzes. Actual or attempted cheating, plagiarism, and collusion will not be tolerated. Suspected violations will go directly to the Office of Student Conduct and Conflict Resolution for consideration.

**Accommodations and Support Services:**

Students with disabilities needing academic accommodation should: (1) register with and provide documentation to the Center for Accommodations and Support Services and (2) bring a letter to the instructor indicating the need for accommodation and what type. This should be done during the first week of class.

If you have a disability and need classroom accommodations, please contact The Center for Accommodations and Support Services (CASS) at 747-5148, or by email to [cass@utep.edu](mailto:cass@utep.edu), or visit their office located in UTEP Union East, Room 106. For additional information, please visit the CASS website at [www.sa.utep.edu/cass](http://www.sa.utep.edu/cass).

**Syllabus Change Policy**

The information on this syllabus is subject to change. Any changes will be announced in class and/or via email.