

The University of Texas at El Paso
Music Department
Voice Class Syllabus

MUSA 1273: Voice Class

CRN:21615

Spring 2024

Delivery method: in person

Meeting time and day: Tues and Thurs 12:00pm to 12:50, room FFA 340

Professor Diana Esparza

desparza6@utep.edu

(915) 747-7797

Fox Fine Arts M235

Office Hours: Tuesday 4:00pm to 5:00pm or by appointment. We can also book an office time by Zoom meeting, here is my personal link:





<https://us02web.zoom.us/j/82337205481?pwd=ZG5JUzIYNno1c2F4Mk5OMktUTWNkZz09>

COURSE DESCRIPTION

MUSA 1273 is a 2-credit elective course open to all majors. Two fifty-minute group lessons per week. Attendance and participation are very important.

Voice Class offers basic training in the healthy use of the singing voice, vocal technique, and repertoire.

COURSE OBJECTIVES OR EXPECTED LEARNING OUTCOMES

<u>Student Learning Objective</u>	<u>Outcome</u>
Objectively assess their own performance as well as their peers through class discussion.	 Teamwork Skills
Identify, discuss, and demonstrate consistent practice of the primary vocal concepts of posture, respiration, phonation, resonance and articulation of self and peers.	 Critical Thinking Skills
Engage as a community of student singers to address performances in terms of expression, congruence, body language, facial expressions, etc.	 Communication Skills
Be appreciative and respectful of peer performance no matter the level of skill each has.	 Social Responsibility

LEARNING MODULES

This course is designed using a modular format—that is, we will divide the semester into modules. The first module will cover basic principles in singing, covering breathing, producing a healthy tone, etc. The second module will consist of working on a group song. The students will have to sing in front of the class for assessment. The third module will consist of students working on their assigned individual pieces for audition. The final will consist in singing during class or turning two audition videos with the prepared songs for the class final evaluation.

REQUIRED MATERIALS

Smart Music Studio software. This is a virtual accompaniment that provides the notes, accompaniment, and has great features as slowing the tempo, hearing the melody with the accompaniment, etc. You would subscribe to a “performer subscription” that costs \$19.99 per year. This tool is highly recommended for beginner singers/musicians. It also includes rhythm and solfege exercises.

<https://www.makemusic.com/pricing/>

COURSE ASSIGNMENTS AND GRADING

Assignments for this course are assessed according to rubrics. You can find these rubrics by clicking on the appropriate assignment link in Blackboard and choosing to “View Rubric” from the button beneath the Points Possible for the assignment.

Grade Distribution:

90-100 = A 80-89 = B 70-79 = C 60-69 = D 59 and Below = F

- 50 points: Active participation. You can either actively participate while the live class is happening and/or submitting all the singing videos.
- 15 Points: Quality of preparation and performance of the assigned group song (Mid-Term exam).
- 15 Points: Quality of preparation and performance of the first individual song selection.
- 15 Points: Quality of preparation and performance of the second individual song selection.
- 35 Points: Quality of preparation and performance of the final audition.

Grading of performances will be based on the quality of preparation, accuracy of musical execution and the degree of improvement shown in the technical concepts of singing.

Most of these activity instructions will be delivered through Blackboard. The grade book will be kept there so students can always check their homework, grades, announcements, and due dates.

Participation: This is an applied music class. The major requirement is for students to commit to practice the assigned warm up and breathing exercises as well as the assigned songs. In order for students to be successful they will have to commit to practice daily outside of class. You may be required to submit video recordings of your practice.

TECHNOLOGY REQUIREMENTS

Course content is delivered face to face. Most of the activities, announcements will be posted on Blackboard. I ensure your UTEP e-mail account is working and that you have access to the Web and a stable web browser. Google Chrome and Mozilla Firefox are the best browsers for Blackboard; other browsers may cause complications. When having technical difficulties, update your browser, clear your cache, or try switching to another browser.

You will need to have access to a computer/laptop, scanner, a webcam, and a microphone. You will need to download or update the following software: Microsoft Office, Adobe Acrobat Reader, Windows Media Player, QuickTime, and Java. Check that your computer hardware and software are up-to-date and able to access all parts of the course.

If you do not have a word-processing software, you can download Word and other Microsoft Office programs (including Excel, PowerPoint, Outlook and more) for free via UTEP's Microsoft Office Portal. Click the following link for more information about [Microsoft Office 365](#) and follow the instructions.

IMPORTANT: If you encounter technical difficulties beyond your scope of troubleshooting, please contact the UTEP [Help Desk](#) as they are trained specifically in assisting with technological needs of students. Please do not contact me for this type of assistance. The Help Desk is much better equipped than I am to assist you!

Course Communication: How we will stay in contact with each other

There are a number of ways we can keep the communication channels open:

- Office Hours: Tuesday from 4:00pm to 5:00pm or by appointment. My office is on the Fox Fine Arts building, second floor, office 235. We can also set up a Zoom appointment. Here is my link:

<https://us02web.zoom.us/j/82337205481?pwd=ZG5JUzIXNno1c2F4Mk5OMktUTWNkZz09>

- Email: UTEP e-mail is the best way to contact me. I will make every attempt to respond to your e-mail within 24-48 hours of receipt. When e-mailing me, be sure to email from your UTEP student account and please put the course number in the subject line. In the

body of your e-mail, clearly state your question. At the end of your e-mail, be sure to put your first and last name, and your university identification number.

- Announcements: Check the Blackboard announcements frequently for any updates, deadlines, or other important messages.

NETIQUETTE

As we know, sometimes communication online can be challenging. It's possible to miscommunicate what we mean or to misunderstand what our classmates mean given the lack of body language and immediate feedback. Therefore, please keep these netiquette (network etiquette) guidelines in mind. Failure to observe them may result in disciplinary action.

- Always consider audience. This is a college-level course; therefore, all communication should reflect polite consideration of other's ideas.
- Respect and courtesy must be provided to classmates and to the instructor at all times. No harassment or inappropriate postings will be tolerated.
- When reacting to someone else's message, address the ideas, not the person. Post only what anyone would comfortably state in a face-to-face situation.
- Blackboard is not a public internet venue; all postings to it should be considered private and confidential. Whatever is posted on in these online spaces is intended for classmates and professor only. Please do not copy documents and paste them to a publicly accessible website, blog, or other space.

Course Policies: What do you need to do to be successful in the course

ATTENDANCE AND PARTICIPATION

Attendance in the course is determined by participation in the learning activities of the course. Your participation in the course is important not only for your learning and success but also to create a community of learners. Participation is determined by completion of the following activities:

- Reading/Viewing all course materials to ensure understanding of assignment requirements.
- Attending class regularly and being on time.
- Participating actively in class this includes singing, breathing and warm up exercises, etc.
- Other activities as indicated in the weekly modules

Because these activities are designed to contribute to your learning each week, they cannot be made up after their due date has passed.

EXCUSED ABSENCES AND/OR COURSE DROP POLICY

According to UTEP Curriculum and Classroom Policies, "When, in the judgment of the instructor, a student has been absent to such a degree as to impair his or her status relative to credit for the course, the instructor may drop the student from the class with a grade of "W" before the course drop deadline and with a grade of "F" after the course drop deadline." See academic regulations in the UTEP Undergraduate Catalog for a list of excuse absences. Therefore, if I find that, due to non-performance in the course, you are at risk of failing, I will drop you from the course. I will provide 24 hours advance notice via email.

OR

I will not drop you from the course. However, if you feel that you are unable to complete the course successfully, please let me know and then contact the [Registrar's Office](#) to initiate the drop process. If you do not, you are at risk of receiving an "F" for the course.

CLASS SESSIONS

This class is meant to meet face to face Tuesday and Thursday from 12:00pm to 12:50pm. It requires you to use Blackboard for materials, communication, etc.

You will be required to sing live and/or submit recordings for feedback and/or a grade.

DEADLINES, LATE WORK, AND ABSENCE POLICY

Major Singing Assignments

- Major singing video assignments will be due on Saturday at midnight (11:59 PM). No late work will be accepted if the reason is not considered excusable. This includes song transcriptions, phonetic reading recordings, singing recordings, etc.

Tests/Singing Assignments

- All tests, singing video assignments, will be due on Saturdays at midnight (11:59 PM). No late work will be accepted if the reason is not considered excusable.

MAKE-UP WORK

Make-up work will be given *only* in the case of a *documented* emergency. Note that make-up work may be in a different format than the original work, may require more intensive preparation, and may be graded with penalty points. If you miss an assignment and the reason is not considered excusable, you will receive a zero. It is therefore important to reach out to me—in advance if at all possible—and explain with proper documentation why you missed a given course requirement. Once a deadline has been established for make-up work, no further extensions or exceptions will be granted.

ALTERNATIVE MEANS OF SUBMITTING WORK IN CASE OF TECHNICAL ISSUES

I strongly suggest that you submit your work with plenty of time to spare in the event that you have a technical issue with the course website, network, and/or your computer. I also suggest you save all your work (answers to discussion points, quizzes, exams, and essays) in a separate Word document as a back-up. This way, you will have evidence that you completed the work and will not lose credit. If you are experiencing difficulties submitting your work through the course website, please contact the UTEP Help Desk. You can email me your back-up document as a last resort.

INCOMPLETE GRADE POLICY

Incomplete grades may be requested only in exceptional circumstances after you have completed at least half of the course requirements. Talk to me immediately if you believe an incomplete is warranted. If granted, we will establish a contract of work to be completed with deadlines.

ACCOMMODATIONS POLICY

The University is committed to providing reasonable accommodations and auxiliary services to students, staff, faculty, job applicants, applicants for admissions, and other beneficiaries of University programs, services and activities with documented disabilities in order to provide them with equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. Students requesting an accommodation based on a disability must register with the [UTEP Center for Accommodations and Support Services](#) (CASS). Contact the Center for Accommodations and Support Services at 915-747-5148, or email them at cass@utep.edu, or apply for accommodations online via the [CASS portal](#).

COVID-19 Accommodations

Students are not permitted on campus when they have a positive COVID-19 test, exposure or symptoms. If you are not permitted on campus, you should contact me as soon as possible so we can arrange necessary and appropriate accommodations.

(classes with on-campus meetings) Students who are considered high risk according to CDC guidelines and/or those who live with individuals who are considered high risk may contact [Center for Accommodations and Support Services](#) (CASS) to discuss temporary accommodations for on-campus courses and activities.

SCHOLASTIC INTEGRITY

Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another as ones' own. Collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. All suspected violations of academic integrity at The University of Texas at El Paso must be

reported to the [Office of Student Conduct and Conflict Resolution \(OSCCR\)](#) for possible disciplinary action. To learn more, please visit [HOOP: Student Conduct and Discipline](#).

GUIDANCE ON ARTIFICIAL INTELLIGENCE

AI prohibited.

Use of AI technologies or automated tools, particularly generative AI such as [ChatGPT](#) or [DALL-E](#), is **not allowed** for assignments in this class. Each student is expected to use critical and creative thinking skills to complete tasks and not rely on computer-generated ideas. Any direct use of AI-generated materials submitted as your own work will be treated as plagiarism and reported to the Office of Student Conduct and Conflict Resolution (OSCCR).

AI allowed only with prior permission from instructor

Use of AI technologies or automated tools, particularly generative AI such as [ChatGPT](#) or [DALL-E](#), is **only allowed with approval from the instructor BEFORE being used**. Without permission, you will be expected to think creatively and critically to complete assignments without assistance from these tools.

If given permission to use any of these tools, students must properly cite and give full credit to the program used upon submission of every relevant assignment. For example, text generated using ChatGPT must be cited:

Chat-GPT(version). Date of query (year/month/day). "Text of your query."
Generated using OpenAI. <https://chat.openai.com/>

A short paragraph describing how the tool(s) was/were used for the assignment must be included.

AI allowed with proper acknowledgement

Use of AI technologies or automated tools, particularly generative AI such as [ChatGPT](#) or [DALL-E](#), is **only allowed with proper attribution given for its use**.

Students must properly cite and give full credit to the program used upon submission of every relevant assignment. For example, text generated using ChatGPT must be cited:

Chat-GPT(version). Date of query (year/month/day). "Text of your query."
Generated using OpenAI. <https://chat.openai.com/>

A short paragraph describing how the tool(s) was/were used for the assignment must be included.

Using AI for brainstorming

Some AI technologies or automated tools, particularly generative AI such as [ChatGPT](#) or [DALL-E](#), can be beneficial during the early brainstorming stages of an activity, and you are welcome to explore them for that purpose. However, keep in mind that AI-generated ideas are not your own and may hinder your ability to think critically and creatively about a problem. It is also important to remember that these technologies often "hallucinate" or produce materials and information that are inaccurate or incomplete—even providing false citations for use.

That said, you are not allowed to submit any AI-generated work in this course as your own. If you use any information or materials created by AI technology, you are required to cite it like you would any other source. Consider how this will affect your credibility as a writer and scholar before doing so. Any direct use of AI-generated materials submitted as your own work will be treated as plagiarism and reported to the Office of Student Conduct and Conflict Resolution (OSCCR).

Free use of AI without acknowledgement

Use of AI technologies or automated tools, including generative AI such as [ChatGPT](#) or [DALL-E](#), is permitted in this class. Students must include a short paragraph, with each relevant assignment, explaining how the tool was used.

PLAGIARISM DETECTING SOFTWARE

Some of your course work and assessments may be submitted to SafeAssign, a plagiarism detecting software. SafeAssign is used to review assignment submissions for originality and will help you learn how to properly attribute sources rather than paraphrase.

COURSE RESOURCES: Where you can go for assistance.

UTEP provides a variety of student services and support. Please refer to the QR code below for a listing of campus resources or visit

https://www.utep.edu/advising/student_resources/student-success-resource-hub.html.



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COPYRIGHT STATEMENT FOR COURSE MATERIALS

All materials used in this course are protected by copyright law. The course materials are only for the use of students currently enrolled in this course and only for the purpose of this course. They may not be further disseminated.

COVID-19 PRECAUTIONS

You must STAY AT HOME and REPORT if you (1) have been diagnosed with COVID-19, (2) are experiencing COVID-19 symptoms, or (3) have had recent contact with a person who has received a positive coronavirus test. Reports should be made at screening.utep.edu. If you know of anyone who should report any of these three criteria, you should encourage them to report. If the individual cannot report, you can report on their behalf by sending an email to COVIDaction@utep.edu.

For each day that you attend campus—for any reason—you must complete the questions on the UTEP screening website (screening.utep.edu) prior to arriving on campus. The website will verify if you are permitted to come to campus. Under no circumstances should anyone come to class when feeling ill or exhibiting any of the known COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible, and alternative instruction will be provided. Students are advised to minimize the number of encounters with others to avoid infection.

Wear face coverings when in common areas of campus or when others are present. You must wear a face covering over your nose and mouth at all times in this class. If you choose not to wear a face covering, you may not enter the classroom. If you remove your face covering, you will be asked to put it on or leave the classroom. Students who refuse to wear a face covering and follow preventive COVID-19 guidelines will be dismissed from the class and will be subject to disciplinary action according to Section 1.2.3 *Health and Safety* and Section 1.2.2.5 *Disruptions* in the UTEP Handbook of Operating Procedures.

(classes with on-campus meetings) Please note that if COVID-19 conditions deteriorate in the City of El Paso, all course and lab activities may be transitioned to remote delivery.

Weekly Calendar (Subject to Change)

This calendar provides an overview of the course. More details and a weekly checklist are available in the weekly modules in Blackboard. The due date for major writing assignments is ALWAYS Sunday at 11:59 PM (MST). No late work will be accepted. Most of the song assignments will be performed live during class, the videos submissions will be depending on the occasion but I will always let you know during class and on Blackboard.

KEY:

SV= Singing video

SM= Smart Music software (Cloud Music)

Bb=Blackboard

	Topic	Reading/ Practice Due	Assignments Due	Notes
Week 1 1/16-1/18	Class introduction, syllabus.	Review syllabus, Bb	Syllabus reading and signing electronic consent consent	
Week 2 2/23- 1/25	The Voice as a music instrument. The different areas of study.	Pedagogy Packet Bb.	Quiz #1 Bb	*Students will have access to the pedagogy materials on Bb.
Week 3 1/30-2/1	Individual areas of study.	Pedagogy Packet Bb.	Quiz #2 Bb	*Students will have access to the pedagogy materials on Bb
Week 4 2/6-2/8	Group song Group singing and individual coaching	The assigned song and track will be uploaded on Bb.	Practice the breathing and warm up exercises and group song.	The students will have access to tracks and music on Bb.
Week 5 2/13-2/15	Group song Group singing/individual coaching	The assigned song and track will be uploaded on Bb.	Group song either live or video submission for assessment	

Week 6 2/20-2/22	Individual song list	The assigned song/track will be on Bb. Smartmusic studio software recommended.	The students will start learning the suggested songs	
Week 7 2/27-2/29	Individual song list	The assigned song/track will be on Bb. SM studio software recommended.	Video submission or in class singing.	The student will either perform during class or submit video.
Week 8 3/5-3/7	Midterm examination Sing in front of the class for a grade Before Spring break	The assigned song/track will be on Bb. SM studio software recommended.	Midterm video due.	Uploading the videos unlisted on YouTube and sending the link is the recommended format
Week 9 3/19-3/21	Individual song coaching/rhythm/music/diction	The assigned song/track will be on Bb. SM studio software recommended.	In class singing or video submission for assessment.	
Week 10 3/26-3/28	Individual song coaching/rhythm/music/diction	The assigned song/track will be on Bb. SM studio software recommended.	Continue assessments	
Week 11 4/2-4/4	Individual song coaching	The assigned song/track will be on Bb. SM studio software recommended.	Memorize selection #1	
Week 12 4/9-4/11	Individual song coaching	The assigned song/track will be on Bb. SM studio software recommended.	Continue assessments	

<p>Week 13 4/16-4/18</p>	<p>Individual song coaching</p>	<p>The assigned song/track will be on Bb. SM studio software recommended.</p>	<p>Memorize selection #2</p>	
<p>Week 14 4/23-4/25</p>	<p>Individual song coaching</p>	<p>The assigned song/track will be on Bb. SM studio software recommended.</p>	<p>First video draft for audition due.</p>	
<p>Week 15 4/30-5/2</p>	<p>Class final Sing 2 songs of choice in front of the class</p>		<p>Final video audition submission.</p>	<p>Uploading the videos unlisted on YouTube and sending the link is the recommended format.</p>