

Evaluation:

Participation.....	30%
Participation Exercises (Online)	15%
Class Meetings - Contributor	12%
Class Meetings – Auditor	3%
Unit Summaries (Online) (4).....	15%
Term Project.....	55%
	100%

Participation will be assessed in two ways. First, short **participation exercises** attached to each online lesson module on OWL (24 modules, with pre- and post-lesson exercises for each one) will be graded for completion (participation) only, rather than achievement. These exercises are based on completion of assigned readings and score study. Due dates for these will correspond to the schedule attached, but they may be completed at any time within three weeks after the initial due date, or before the end of classes [whichever is earlier] without late penalty. 48 such exercises are available: Completion of **30** will constitute a perfect score. *In-class time may be provided for the completion of these, or we may work on them as a group, but the amount of time dedicated may vary and will not impact on the requirements.*

On a schedule that will be circulated separately, students will find their names attached to **6 class meetings** at which they will be required to make particular contributions. Contributions include sharing prepared questions for discussion relevant to recently studied topics, responses to instructor questions about content, and providing work-in-progress toward the Final Project for assessment and discussion. More specific instructions will be circulated separately. This portion of the participation grade will be assessed at 50% attendance, and 50% contributions to discussion.

In addition to the 6 required classes as **contributor** described above, each student will be assessed for attending a minimum of 6 other classes as **auditor**, at any time throughout the term. The auditor classes will be graded only for attendance.

Unit Summary Exercises will be submitted online. These will consist of passages for analysis, listen and score exercises, and/or short transcription tasks separate from the Term Project. There are seven (7) units (see OWL page), and a minimum of four (4) summary exercises must be completed. They will be graded at 30% for completion and 70% for achievement. Due dates are listed in the schedule, but these may be completed at any time within three weeks of the given due date, or before the end of classes (ie. before the end of the day on April 10), whichever is earlier, without penalty.

The **Term Project** will be an arrangement created for reading by a student ensemble (Orchestra or Wind Ensemble). The requirement is to create a professional-quality score and parts from which the conductor and players can perform. More information on specific instrumentation and formatting requirements, and specifics on procedure and due dates will be provided in a separate handout. The official due date for this project is **April 10**, but a much earlier due date applies for students who wish to participate in readings by the Orchestra (due **March 20**) or Wind Ensemble (due **March 27**).

Please note that the format and presentation of all scores and parts, whether submitted as part of an exercise or in the term project, are essential aspects of the work and are as important as the ‘content’ itself. These aspects will be graded.

Such considerations include, but are not limited to, page layout, horizontal spacing and alignment of content on staves, placement of dynamics and other instructions, and rudimentary considerations such as grouping of rests, beaming, and proper representation of note values.

Required Materials: Study in this course will require the following materials.

1. **Textbook (Required):** Samuel Adler, *The Study of Orchestration*, 4th Edition. New York: W.W. Norton and Company, 2016. Access to digital materials packaged with the textbook are also required.

It should be stressed that the textbook will be the primary source for information. Lesson modules are centered around reading of portions of the textbook and accessing the online materials packaged with the textbook (including audio and video excerpts).

Over the course of the term, we will read the textbook from cover-to-cover and use it as a reference for our work on assignments and projects.

*Comprehensive coverage of this material will **not** be a goal of in-class discussions.*

2. **Other materials** - scores, recordings, information/demonstration videos, additional readings – will be accessed through the OWL course site, linked to lesson modules and compiled in the Resources folder.
3. **Electronic devices** for access to online materials through OWL, with Zoom installed and attached to a Western e-mail account for accessing virtual meetings (if necessary), and for preparing and submitting exercises and projects.
4. **Printer and scanner** for completing exercises and projects and uploading them to OWL using the Assignments tool. If a phone or other digital camera is to be used as a scanner, software will be required for converting image files to PDF and for compiling images into a single file. **Final Project scores, if not generated using notation software, will need to be properly scanned: digital pictures will not be sufficiently well-formatted.*

The printer requirement will simplify the completion of certain exercises which are preformatted to be filled in by hand. A tablet or other device with sufficiently accurate stylus may be an effective substitute.

5. **Optional: Professional quality music notation software.** Educational pricing is available online from the manufacturers. Please note:
 - i. Many free score editors available online will come with limitations that may prevent completion of assignments and projects as required, and the instructor makes *no allowances* for these limitations in the grading of any student work;
 - ii. This is not a course in the use of notation software: Students must develop their abilities to use their software independently and concurrently with the completion of the course work.
 - a. To facilitate the sharing of knowledge, discussion pages have been set up on the Forums page: This will allow you to ask and answer task-specific questions. Although I won't be answering questions on these forums, I will monitor the Forums and make sure that the tasks are being accurately described and that solutions aren't potentially misleading.
 - iii. You are allowed to complete work by hand then scan and submit (in other words, it is not a requirement that one purchase and learn to use music notation software). When doing so for the creation of scores, use professional quality manuscript paper, pencils and rulers and make sure the scan is clear, crisp, and properly oriented and sized.

Notes:

1. **Grading scale:** A+=90-100%, A=80-89%, B=70-79%, C=60-69%, D=50-59%, F=0-49%.
2. **Academic Consideration for Student Absence & Missing Work (≥10%):** Students are responsible for making up any missed classes or assignments as soon as possible. The University recognizes that a student's ability to meet their academic responsibilities may, on occasion, be impaired by medical illness. Illness may be acute (short term), or it may be chronic (long term), or chronic with acute episodes. The University further recognizes that medical situations are deeply personal and respects the need for privacy and confidentiality in these matters. However, in order to ensure fairness and consistency for all students, academic accommodation for work representing 10% or more of the student's overall grade in the course shall be granted only in those cases where there is documentation indicating that the student was seriously affected by illness and could not reasonably be expected to meet their academic responsibilities.

Documentation shall be submitted, as soon as possible, to the Office of the Associate Dean, Undergraduate (TC210), together with a request for relief specifying the nature of the accommodation being requested. Students are directed to read the Senate policy on accommodation for medical illness at the following website for further details regarding requirements and procedures for the supporting documentation:

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_medical.pdf

Whenever possible, students who require academic accommodation should provide notification and documentation in advance of due dates, examinations, etc. Students must follow up with their professors and their Academic Counselling office in a timely manner.

3. **Academic Consideration for Missing Work (<10%):** In cases where students miss work that is worth less than 10% of the total course grade (ie. two or fewer assignments) due to medical illness or compassionate grounds, if documentation is voluntarily submitted to the Associate Dean's office and the Associate Dean grants an accommodation, then the missed assignment(s) or quiz(ze)s will be discounted in the calculation of the final grade for the course. If documentation is not voluntarily submitted then the missed assignment(s) will receive a grade of zero. Students who have been denied accommodation by an instructor may appeal this decision to the Associate Dean's office but will be required to present appropriate documentation.
4. **Academic Offences:** Submission of work with which you have received help from someone else (other than the course instructor or TA) is an example of plagiarism, which is considered a major academic offence. Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, as found at: http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf
5. **Mental Health & Wellness:** Students that are in emotional/mental distress should refer to the Health and Wellness at Western page (<https://www.uwo.ca/health/>) for a complete list of options about how to obtain help or to go to the Wellness Education Centre located in UCC room 76. **Students in crisis in need of immediate care are directed to go directly to Student Health Services in UC11 or to click on the green "I Need Help Now" button on the Health and Wellness page above.**

6. **Accommodation for Students with Disabilities:** Students work with Accessible Education Western (AEW, formerly SSD) which provides recommendations for accommodation based on medical documentation or psychological and cognitive testing. The accommodation policy can be found here:
https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic%20Accommodation_disabilities.pdf

7. **Religious Accommodation:** Students should consult the University's list of recognized religious holidays, and should give reasonable notice in writing, prior to the holiday, to the Instructor and an Academic Counsellor if their course requirements will be affected by a religious observance. Additional information is given in the Western Multicultural Calendar.
<http://multiculturalcalendar.com/ecal/index.php?s=c-univwo>

8. **Contingency Plan:** Although the intent is for this course to be delivered in-person, the changing COVID-19 restrictions may necessitate some or all of the course to be delivered online, either synchronously (i.e., at the times indicated in the timetable) or asynchronously (e.g., posted on OWL for students to view at their convenience). The grading scheme will **not** change. Any assessments affected will be conducted online as determined by the course instructor.

9. **Gender-Based and Sexual Violence:** Western is committed to reducing incidents of gender-based and sexual violence and providing compassionate support to anyone who has gone through these traumatic events. If you have experienced sexual or gender-based violence, either recently or in the past, you will find information about support services for survivors, including emergency contacts at https://www.uwo.ca/health/student_support/survivor_support/get-help.html. To connect with a case manager or set up an appointment, please contact support@uwo.ca or call 519 661-3568.

Music 3641b. Score Preparation and Instrumentation
T. Ducharme. Winter 2023.

Schedule (subject to change):

	Date	Topic. Specific repertoire and readings to be found in Lesson Modules in OWL.	Work Due
1	M 9 Jan	Introduction. Sections and Instruments of the Orchestra and Wind Ensemble.	
2	W 11 Jan	Scoring for Orchestra: Common textures and approaches.	
3	M 16 Jan	Layout and requirements for scores and parts.	
4	W 18 Jan	Scoring for the Wind Ensemble: Excerpts from standard repertoire.	<i>Unit 1 Summary</i>
5	M 23 Jan	Uses of the Percussion section.	
6	W 25 Jan	Percussion: Instruments of Indefinite Pitch	
7	M 30 Jan	Percussion: Instruments of Definite Pitch	
8	W 1 Feb	Layout and placement of the Percussion section	<i>Unit 2 Summary</i>
9	M 6 Feb	Principles of Transcription. Part I	
10	W 8 Feb	Principles of Transcription. Part II	<i>Unit 3 Summary</i>
11	M 13 Feb	Scoring for the Brass. Part I.	
12	W 15 Feb	Scoring for the Brass. Part II	
Reading Week			

13	M 27 Feb	Introduction to Brass. Horn and Natural Horn.	
14	W 1 Mar	Trumpet, Trombone and Tuba Families	<i>Unit 4 Summary</i>
15	M 6 Mar	Scoring for Strings.	
16	W 8 Mar	Strings: Tuning, Fingering and Multiple Stops.	
17	M 13 Mar	Strings: Bowing, Other Techniques.	
18	W 15 Mar	Individual String Instruments.	<i>Unit 5 Summary</i>
19	M 20 Mar	Scoring for Woodwinds. Part I	*Early Term Project Deadline for Orchestra Readings*
20	W 22 Mar	Scoring for Woodwinds. Part II	
21	M 27 Mar	Woodwinds: Flute and Oboe Families	*Early Term Project Deadline for Wind Ensemble Readings*
22	W 29 Mar	Woodwinds: Clarinet, Saxophone and Bassoon Families	<i>Unit 6 Summary</i>
23	M 3 Apr	Plucked String Instruments	
24	W 5 Apr	Keyboard Instruments	<i>Unit 7 Summary</i>
25	M 10 Apr	<i>No Class Meeting – Extra Office Hours Available</i>	Term Project

An accelerated schedule should be attempted by students who wish to complete the term project in time for readings. For greatest success, complete units by the following dates: Unit 1 - 16 Jan; Unit 2 – 25 Jan; Unit 3 – 1 Feb; Unit 4 – 13 Feb; Unit 5 – 1 Mar; Unit 6 – 13 Mar; Unit 7 – after submitting term project.

***Term Project, if submitted for reading, requires printed and bound scores and printed parts in the appropriate number and format, rather than a PDF submission*.**

Readings are scheduled for March 29 (Orchestra) and April 3 (Wind Ensemble) and take place beginning at 3:30pm in MB27.