

**The University of Western Ontario, Don Wright Faculty of Music, Department of Music
Performance Studies**

Course outline: Applied Music Instruction, Piano

Last Revised, September 2020

Instructor: Prof. Leslie Kinton, Ph.D.

Individual Lessons: Studio MB316, individual times to be arranged

Performance class: TC 100, Wednesday 7:30 – 8:15 with strict social distancing

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Applied Music Instruction, Performance, Studio Lessons

Undergraduate: MUS2920, 2921, 3921*, 4921*, 3922*, 4922* Graduate: MU9509 a/b/c, 9584 a/b/c, 9585 a/b/c

**Anyone registered in these courses will also register for 3926, 4926, 4927, 4928 (Recital)*

COURSE DESCRIPTION

This course will serve to develop the student's artistic potential and technical abilities, with the goal of achieving the highest level of performance possible within the context of their specific programme. **By direction of the University, all instruction will be blended; i.e., a combination of online and face to face. Please see the Appendix below for details as to how this will work.**

GRADING

Grades are based more on progress in class than on exam performance:

- attendance to weekly lesson and performance class
- quality and quantity of work covered
- progress shown throughout the semester
- student's playing relative to the requirements of the level
- preparation for lessons, class recital, and lessons

MUS2010, 2020, 2921:

Jury Mark 25%, Performance Class 10%, Studio Instructor 65% (32.5% for each term)

MUS3921,4921, 3922, 4922:

Jury Mark 20%, Performance Class 10%, Studio Instructor 70% (35% for each term)

POLICIES AND REQUIREMENTS

Students registered in any of the following Applied courses receive 24 lessons of 50 minutes each, normally 12 per term: 1920, 1925, 2925, 2920, 2921, 3925, 3920, 3922, 3929, 4925, 3921, 4920, 4921, 4922, 4923, 4929. Students registered in 3924y or 4924y receive 12 hours of lessons, spread throughout the year. Undergraduate performance majors registered in one of the following courses also receive 12 lessons of 50 minutes each, oriented toward recital requirements: 3921, 4921, 4922, 4923.

Graduate students in Literature and Performance receive 36 lessons (50 minutes duration each), spread over 3 terms (9509a/b/y, 9584a/b/y and 9585a/b/y), normally 12 lessons per term, plus an additional six hours of coaching available from the studio teacher for each recital (9511 and 9588).

Because of Covid-19 and according to university policy, lessons will be given in a “blended format”, in this case 50% face to face, and 50% online. Please see the Appendix below for details as to how this will work.

Cancellations

If a teacher cancels a lesson, the lesson must be made up. If a student cancels a lesson for any reason, the teacher is not obligated to make it up.

Studio Instructor Mark

At the end of the first term, each undergraduate student registered for individual instruction receives a midterm report and mark from his or her instructor. This mark will be 50% of the final studio mark assigned by the instructor at the end of second term.

Concert attendance – Concert Cards

Because of Covid-19, required concert attendance is no longer in force; as a result, concert cards are no longer to be filled in and returned.

UWO Policy Statements Required by the University:

i) **Course Prerequisites: audition.** Unless you have either the prerequisites for this course or written special permission from your Dean to enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.

ii) **Grading scale:** A+=90-100%, A=80-89%, B=70-79%, C=60-69%, D=50-59%, F=0-49%.

iii) **Academic Consideration for Student Absence:** Students will have up to two (2) opportunities during the regular academic year to use an on-line portal to self-report an absence during the term, provided the following conditions are met: the absence is no more than 48 hours in duration, and the assessment for which consideration is being sought is worth 30% or less of the student's final grade. **Students are expected to contact their instructors within 24 hours of the end of the period of the self-reported absence, unless noted on the syllabus.** Students are not able to use the self-reporting option in the following circumstances:

- for exams scheduled by the Office of the Registrar (e.g., December and April exams)
- absence of a duration greater than 48 hours,
- assessments worth more than 30% of the student's final grade,
- if a student has already used the self-reporting portal twice during the academic year

If the conditions for a Self-Reported Absence are not met, students will need to provide a Student Medical Certificate if the absence is medical, or provide appropriate documentation if there are compassionate grounds for the absence in question. **Students are encouraged to contact their Faculty academic counselling office to obtain more information about the relevant documentation.**

Students should also note that individual instructors are not permitted to receive documentation directly from a student, whether in support of an application for consideration on medical grounds, or for other reasons. All documentation required for absences that are not covered by the Self-Reported Absence Policy must be submitted to the Academic Counselling office of a student's Home Faculty.

Students should also note that individual instructors are not permitted to receive documentation directly from a student, whether in support of an application for consideration on medical grounds, or for other reasons. All documentation required for absences that are not covered by the Self-Reported Absence Policy must be submitted to the Academic Counselling office. For the Western University policy on Consideration for Student Absence, see:

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

and for the Student Medical Certificate (SMC), see:

http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf

iv) **Academic Consideration for Missing Work:** In cases where students are unable to submit work due to medical illness or compassionate grounds, if an online self-reported absence is submitted, or if appropriate supporting documentation is submitted to the Associate Dean's office, and the accommodation is granted, then the missed assessments may be rescheduled or discounted in the calculation of the final grade for the course, at the discretion of the instructor. If neither a self-reported absence nor an appropriate supporting document is submitted to the appropriate office, then the missed assignments will receive a grade of zero.

v) **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

vi) **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.**

vii) **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

viii) **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>

General notes related to Covid-19

i) **Contingency Plan:** In the event of a COVID-19 resurgence during the course that necessitates the course delivery moving away from face-to-face interaction, all remaining course content will be delivered entirely online, either synchronously (i.e., at the times indicated in the timetable) or asynchronously (e.g., posted on YouTube for students to view at their convenience; see Appendix below for de). The grading scheme will **not** change. Any remaining assessments will also be conducted online at the discretion of the course instructor.

ii) **Recording of Online Activities:** All of the remote learning sessions for this course will be recorded. The data captured during these recordings may include your image, voice recordings, chat logs and personal identifiers (name displayed on the screen). The recordings will be used for educational purposes related to this course, including evaluations. The recordings may be disclosed to other individuals participating in the course for their private or group study purposes. Please contact the instructor if you have any concerns related to session recordings.

Participants in this course are not permitted to record the sessions, except where recording is an approved accommodation, or the participant has the prior written permission of the instructor.

The following is only applicable if the performance class is required to be online.

iii) **Online Etiquette:** Some components of this course may involve synchronous online interactions. To ensure the best experience for both you and your classmates, please honour the following rules of etiquette:

- Use your computer and/or laptop if possible (as opposed to a cell phone or tablet)
- “Arrive” to class on time
- Ensure that you are in a private location to protect the confidentiality of discussions in the event that a class discussion deals with sensitive or personal material
- To minimize background noise, kindly mute your microphone for the entire class until you are invited to speak, unless directed otherwise
- Unless invited by your instructor, do not share your screen in the meeting
- Be prepared to turn your video camera off at the instructor’s request if the internet connection becomes unstable

The course instructor will act as moderator for the class and will deal with any questions from participants. To participate please consider the following:

- If you wish to speak, select the blue “raise hand” function and wait for the instructor to acknowledge you before beginning your comment or question.
- Kindly remember to unmute your microphone and turn on your video camera before speaking.
- Self-identify when speaking.
- Kindly remember to select the “raise hand” function again to lower your hand, mute your mic and turn off your video camera after speaking (unless directed otherwise).

General considerations of “netiquette”:

- Keep in mind the different cultural and linguistic backgrounds of the students in the course.
- Be courteous toward the instructor, your colleagues, and authors whose work you are discussing.
- Be respectful of the diversity of viewpoints that you will encounter in the class and in your readings. The exchange of diverse ideas and opinions is part of the scholarly environment.

Note that disruptive behaviour of any type during online classes, including inappropriate use of the chat function, is unacceptable. Students found guilty of “Zoom-bombing” a class, or of other serious online offenses, may be subject to disciplinary measures under the Code of Student Conduct.

APPENDIX: Covid-19 Protocols for Private Lessons, Kinton Studio

What follows is to keep you and I safe from infection by Covid-19, and to ensure that we all have a rewarding and safe academic year. None of this is ideal, but if we all work together, we can make it happen!

By university direction, ALL instruction is to be given in a “blended” format, no exceptions, except for documented medical reasons as detailed below. Lesson times will be arranged as in the past, but will alternate face-to-face lessons with online lessons. In other words, if your first week is face to face, your second will be online, and so on, and *visa versa*. This will mean that half of you one week will be online while the other half will be face to face; this will reverse the next week, and so on throughout the year. **Either way, the time of your lesson will be the same throughout the year, and I will be the one who determines who has what form of lesson in whatever week.** This will make no difference to the instruction you get, as everyone will receive the same number of face-to-face and online lessons.

Face to Face Lessons

- 1) All face to face, in-studio lessons will be 45 minutes, at which point you will need to leave the studio without delay, in order for the HVAC system to do its job exchanging the air, which the engineers have determined needs 15 minutes to accomplish. Normally (pre-Covid), lessons would be 50 minutes, so everyone will receive an extra lesson at the end of each semester to make up for the lost time. Third and fourth-year performance majors will have a second weekly lesson of 30 minutes.
- 2) When you enter the studio, please proceed immediately to the piano furthest from the door, nearest the window. Because of social distancing, there is no longer any choice as to which instrument you have for your lesson.
- 3) Nobody but the student and the instructor are allowed in the studio at the same time.
- 4) ALL STUDENTS AND THE INSTRUCTOR ARE REQUIRED TO WEAR A MASK THAT COVERS BOTH THE NOSE AND MOUTH FOR THE FULL DURATION OF A FACE TO FACE LESSON. NO MASK MEANS NO LESSON; NO EXCEPTIONS.
- 5) If a student has a documented medical reason why they cannot wear a mask, all the lessons will be online. Again, NO FACE TO FACE LESSONS WITHOUT A MASK.
- 6) Before leaving the studio, each student will need to wipe down the piano, including the keyboard, cover, and music stand, as well as the piano bench, with disinfectant that will be provided by the school.

Online Lessons

- 1) All students will be responsible for opening a personal YouTube account, and increasing the online storage so as to be able to upload lengthy videos. There is no cost for this, and if anyone needs assistance, I will put them in touch with someone who can help set it up.
- 2) One week before each online lesson, most likely at the previous face-to-face meeting, students will be assigned the pieces, or most likely parts of pieces, they will need to upload before the next (online) lesson. This material will be uploaded the day before the lesson, and it must **not be edited**. It is strongly suggested that the file(s) be password protected, said password to be communicated to me the day before the online lesson.
- 3) The online lesson will be via Zoom, and will consist of discussion of the recorded material based upon notes I will have taken while listening to it. Ideally, the student having the lesson will be sitting at a piano (as I will be), but it is not required. Most likely, I will listen to what you have uploaded at the start of the online lesson, during which time the student will be in a virtual waiting room. One other possibility is for me to listen to your upload(s) before the meeting. Either way, my listening and note-taking will be considered part of the lesson time, which means the actual discussion time will be less than the normal 45 minutes; the ratio will vary week to week depending upon how much material has been uploaded.
- 4) The day before each online lesson, I will send whoever is having a lesson a unique, passworded Zoom address. In other words, the lesson is to be totally private.

This system has worked very well at other schools, and I have used it successfully with a couple of people since the pandemic started. As I said above, none of this is ideal, but it is workable. If we all pull together, we can have a very successful academic year!