

MUED 4109-002

Methods and Materials for Teaching Instrumental Music in Elementary Schools

Fall 2025

Mondays and Wednesdays 8:00–9:20 AM

In-Person Format

Room: MUS 321

INSTRUCTOR

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Office Hours: By appointment only

COURSE DESCRIPTION

This course is designed to prepare students for teaching instrumental music in the elementary and middle schools. The content of the course is designed to provide students:

- (a) Instruction concerning the selection of appropriate music and materials;
- (b) Opportunity to develop ensemble rehearsal and classroom management techniques;
- (c) Information relating to the organization and administration of an elementary and middle school instrumental program.

The orientation of the instruction in this course is to provide a series of projects and activities so that students may learn by “doing.” The course assignments are relevant to those activities found in instrumental teaching in both public and private schools.

COURSE OBJECTIVES

By the end of this course students will be able to:

1. Advocate (based on a sound philosophy) for instrumental music education to be included in the schools;
2. Articulate and analyze policies related to music teaching locally and nationally;
3. Identify sociopolitical issues related to music teaching and learning;
4. Articulate and implement a plan of recruitment and retention for instrumental music education at elementary and middle school levels;
5. Develop an appropriate system for selecting and assigning instruments to beginning instrumental students;
6. Articulate and implement appropriate classroom management techniques;
7. Identify objectives, plan, and organize instrumental rehearsals at the elementary and middle school level;
8. Articulate and implement appropriate assessment and evaluative techniques to document student learning;
9. Analyze, critique, and select appropriate instrumental method books, repertoire, and materials relevant to developing school students' instrumental techniques and musicianship;
10. Demonstrate aural skills in rehearsing ensembles by identifying performance problems;

11. Demonstrate ability to correct ensemble performance problems in homogeneous and heterogeneous settings.

TEXTBOOKS AND MATERIALS

Required Materials:

- A digital recording device (e.g., computer or tablet) will be required to record teaching episodes.
- Scores (assigned)
- Secondary instruments (with necessary supplies such as reeds)

Recommended Text:

- Feldman, E. & Contzius, A. (2021). *Instrumental music education: Teaching with the musical and practical in Harmony* (3rd ed.). New York: Routledge.

Additional content will be drawn from the following materials:

- Colwell, R. J. & Hewitt, Michael P. (2016). *The teaching of instrumental music* (4th ed.). New York: Routledge.
- Cavitt, M. E. (Ed.). (2012). *On teaching band*. Milwaukee, WI: Hal Leonard Corporation.
- Duke, Robert A. (2011). *Intelligent music teaching: essays on the core principles of effective instruction*. Austin, Texas: Learning and Behavior Resources.
- Teaching Music Through Performance in Band Books
- NAfME 2014 Music Standards. (2014). Downloadable at:
<http://www.nafme.org/myclassroom/standards/>
- Texas TEKS <http://ritter.tea.state.tx.us/rules/tac/chapter117/ch117b.html#117.208>

STUDENT EVALUATION

Note: Full assignment descriptions and examples are available on Canvas.

Evaluation of your work in 4109 will be based on the following assignments:

- **Résumé (5 points)– Due 08/27 by 11:59 PM**
Submit a professional résumé in PDF form for feedback. Examples can be found on Canvas.
- **Recruitment Assignment (10 points)– Due 09/17 by 11:59 PM**
Develop a letter for prospective students' parent(s)/family members that provides detailed information about your program and provide a detailed calendar of your recruiting process. See the assignment description on Canvas for the criteria.
- **Website Assignment (20 points) – Due 10/08 by 11:59 PM**
For this assignment, you are to create a website for your middle school music program. See the assignment description on Canvas for the criteria.
- **Teaching Episode Lesson Plans/Teaching (2 teaching episodes, 15 points each) – Due on your assigned teaching day by the start of class**

To receive credit for peer teaching, you must submit a lesson plan prior to your assigned teaching day.

- **Teaching Episode Reflections (2 reflections, 5 points each) – Due 11/10 and 12/01 by 11:59 PM**

Watch the recording of your teaching episode and write a reflection based on what you observe in both student and teacher behaviors.

- **Extra Credit – Stopwatch Analysis (5 points) – Due 12/01 by 11:59 PM**

For this optional 5-point assignment, you will watch your recording from a teaching episode of your choosing. As you watch, time the activities that occur throughout the lesson giving specific attention to the moments when students perform versus when the teacher talks.

- **Observation Hours – (Required, Not Graded) – Due 12/03 by 11:59 PM**

Document your observation hours throughout the semester and submit the record to Canvas. See “Field Experience” below for additional information.

- **Unit Guide (25 points) – Due 12/10 by 10:00 AM** (Firm Deadline)**

Each student will select one musical score (preferably the piece you will teach in class) and develop a unit guide/curriculum based on that particular composition. The assignment will include two major parts: (1) A teacher's guide; and (2) A student guide

GRADING POLICY

1. Policy regarding missed peer teaching, quizzes and examinations: Students who are unable to take quizzes/examinations or teach on the scheduled date must inform the instructor before the quizzes/exams or teaching episode is due. **If a student fails to give prior notice, they will not be allowed to make up the missed test/teaching assignment (excluding emergency situations).**
2. All assignments must be successfully passed (70 or above) in order to receive an overall passing grade in the course.
3. Each student is expected to contribute to the class through active participation, discussion, completion of reading assignments, and presentation of course material. You must be present to participate. **As with a teaching job, attendance and punctuality are required and expected.**
4. Assignments submitted on time will be graded within one week of submission. Students will be notified of any delays in releasing grades.
5. Grading Scale: A 90-100, B 80-89, C 70-79, D 60-69

SUBMISSION OF ASSIGNMENTS

All papers and projects must be submitted electronically via Canvas on the day the assignment is due (see course calendar for due dates). Late assignments will not be graded. The instructor reserves the right to refuse assignments not submitted in a timely fashion. Assignments should be submitted in either .doc, .docx, or .pdf format. For clarity, detailed descriptions of assignments will be provided on Canvas.

FIELD EXPERIENCE

Per the State of Texas, you are required to fulfill a total of **30 hours of observation** between both MUED 4109 and MUED 4209 (or MUED 4203 if you are on the elementary track)—if you have been admitted to the College of Education prior to 9/1/2024. **Students admitted to the college of Education after 9/1/2024 will need to complete 50 observation hours.** Observation times must be scheduled throughout the semester at local schools to satisfy this component of the course/music education program. Observations must be documented and uploaded to Canvas by the end of the semester. **Course requirements cannot be met without field experience completion.**

DIVISION OF MUSIC EDUCATION ATTENDANCE POLICY

Students are expected to attend all classes. **More than three absences (of any sort) will result in a failing grade for the course, and three tardies will be counted as one absence. You are responsible for keeping track of your absences and tardies.** Save your absences for when you might really need them (this includes university-sponsored events). You must notify the instructor ahead of time of any absences. If you have an unusual situation that results in extended absences, please contact the instructor so that they are aware of the situation and can arrange to meet your instructional needs.

END-OF-SEMESTER JURIES

Students should not schedule juries during regularly scheduled classes. Absences from class will not be excused.

COMMUNICATION PRACTICES

Connect with me through email and/or by scheduling office hours. Office hours offer you an opportunity to ask for clarification or find support with understanding class material. If you contact me and do not receive a response within two business days, please send a follow up email.

CELL PHONE POLICY

During class, students must silence all cell phones. If you must keep one on because of an emergency, please inform me beforehand. **Technologies used without instructor consent could result in dismissal from class.**

ACADEMIC INTEGRITY

Students caught cheating or plagiarizing will receive a "0" for that particular assignment or exam [or specify alternative sanction, such as course failure]. Additionally, the incident will be reported to the Dean of Students (Office of Academic Integrity), who may impose further penalty. According to the UNT catalog, the term "cheating" includes, but is not limited to: a. use of any unauthorized assistance in taking quizzes, tests, or examinations; b. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; c. the acquisition, without permission, of tests or other academic material belonging to a faculty or staff member of the university; d. dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor(s); or e. any other act designed to give a student an unfair advantage. The term "plagiarism" includes, but is not limited to: a. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear

acknowledgment; and b. the knowing or negligent unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

See: [Academic Integrity](#)

LINK: <https://policy.unt.edu/policy/06-003>

STUDENT BEHAVIOR

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classrooms, labs, discussion groups, field trips, etc.

See: [Student Code of Conduct](#)

Link: <https://deanofstudents.unt.edu/conduct>

ACCESS TO INFORMATION – EAGLE CONNECT

Your access point for business and academic services at UNT occurs at my.unt.edu. All official communication from the university will be delivered to your Eagle Connect account. For more information, please visit the website that explains Eagle Connect.

See: [Eagle Connect](#)

LINK: eagleconnect.unt.edu/

ODA STATEMENT

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter. You can now request your Letters of Accommodation ONLINE and ODA will mail your Letters of Accommodation to your instructors. You may wish to begin a private discussion with your professors regarding your specific needs in a course. Note that students must obtain a new letter of accommodation for every semester. For additional information see the Office of Disability Access.

See: [ODA](#)

LINK: disability.unt.edu. (Phone: (940) 565-4323)

HEALTH AND SAFETY INFORMATION FOR STUDENTS

Students can access information about health and safety at: <https://music.unt.edu/student-health-and-wellness>

REGISTRATION INFORMATION FOR STUDENTS

See: [Registration Information](#)

Link: <https://registrar.unt.edu/students>

ACADEMIC CALENDAR AT A GLANCE, Fall 2025

See: [Fall 2025 Registration Information](#)

Link: <https://registrar.unt.edu/registration/fall-academic-calendar.html>

FINAL EXAM SCHEDULE

See above

FINANCIAL AID AND SATISFACTORY ACADEMIC PROGRESS

Undergraduates

A student must maintain Satisfactory Academic Progress (SAP) to continue to receive financial aid. Students must maintain a minimum 2.0 cumulative GPA in addition to successfully completing a required number of credit hours based on total hours registered. Students cannot exceed attempted credit hours above 150% of their required degree plan. If a student does not maintain the required standards, the student may lose their financial aid eligibility.

Students holding music scholarships must maintain a minimum 2.5 overall cumulative GPA and 3.0 cumulative GPA in music courses.

If at any point you consider dropping this or any other course, please be advised that the decision to do so may have the potential to affect your current and future financial aid eligibility. It is recommended that you to schedule a meeting with an academic advisor in your college or visit the Student Financial Aid and Scholarships office to discuss dropping a course before doing so.

See: [Financial Aid](#)

LINK: <http://financialaid.unt.edu/sap>

RETENTION OF STUDENT RECORDS

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. You have a right to view your individual record; however, information about your records will not be divulged to other individuals without the proper written consent. You are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the university's policy in accordance with those mandates.

See: FERPA

Link: <http://ferpa.unt.edu/>

COUNSELING AND TESTING

UNT's Center for Counseling and Testing has an available counselor for students in need. Please visit the Center's website for further information:

See: [Counseling and Testing](#)

Link: <http://studentaffairs.unt.edu/counseling-and-testing-services>.

For more information on mental health resources, please visit:

See: [Mental Health Resources](#)

Link: <https://disparities.unt.edu/mental-health-resources>

For more information on mental health issues, please visit:

See: Mental Health Resources

Link: <https://disparities.unt.edu/mental-health-resources>

ADD/DROP POLICY

Please be reminded that dropping classes or failing to complete and pass registered hours may make you ineligible for financial aid. In addition, if you drop below half-time enrollment you may be required to begin paying back your student loans. See Academic Calendar (listed above) for additional add/drop Information.

Drop Information: <https://registrar.unt.edu/registration/fall-academic-calendar.html>

STUDENT RESOURCES

The University of North Texas has many resources available to students. For a complete list, go to:

See: [Student Resources](#)

Link: <https://success.unt.edu/aa-sa-resources>

CARE TEAM

The Care Team is a collaborative interdisciplinary committee of university officials that meets regularly to provide a response to student, staff, and faculty whose behavior could be harmful to themselves or others.

See: [Care Team](#)

Link: <https://studentaffairs.unt.edu/care-team>

TENTATIVE COURSE CALENDAR

Students are responsible for any announced changes to this schedule. The instructor reserves the right to make changes at any time.) Bold lettering indicates formally graded assignments. Changes highlighted in green.

	TUESDAY	THURSDAY
Week 1	08/18 – Introduction to Course/Goal Setting	08/20 – Educator Preparation/Certification Exams
Week 2	08/25 – Starting the Year	08/27 – Curriculum Design Résumé Due
Week 3	09/01 – LABOR DAY <i>No class meeting</i>	09/03 – Classroom Management
Week 4	09/08 – Recruitment and Retention	09/10 – Instrument Selection Process
Week 5	09/15 – Beginner Fundamentals	09/17 – Beginner Fundamentals Recruitment Assignment Due
Week 6	09/22 – Beginner Fundamentals	09/24 – Building Music Literacy
Week 7	09/29 – Repertoire/Performances	10/01 – Score Study/Lesson Planning
Week 8	10/06 – Feedback and Assessment/ Teaching Episode 1 Prep *Secondary Instruments	10/08 – Teaching Episode 1 Prep *Secondary Instruments Website Assignment Due
Week 9	10/13 – Teaching Episode 1 Prep *Secondary Instruments	10/15 – Teaching Episode 1 Day 1 *Secondary Instruments Lesson Plan Due on Teaching Day
Week 10	10/20 – Teaching Episode 1 Day 2 *Secondary Instruments	10/22 – OBSERVATION DAY <i>No class meeting</i>
Week 11	10/27 – Teaching Episode 1 Day 3 *Secondary Instruments	10/29 – Teaching Episode 1 Day 4 *Secondary Instruments
Week 12	11/03 – OBSERVATION DAY <i>No class meeting</i>	11/05 – Teaching Episode 2 Day 1 *Secondary Instruments Lesson Plan Due on Teaching Day

Week 13	11/10 – Teaching Episode 2 Day 2 *Secondary Instruments TE 1 Reflection Due	11/12 – Teaching Episode 2 Day 3 *Secondary Instruments
Week 14	11/17 – Teaching Episode 2 Day 4 *Secondary Instruments	11/19 – Preparing for the Job Search Guest Presentation: Eddy Russell
Week 15	11/24 – FALL BREAK <i>No class meeting</i>	11/26 – FALL BREAK <i>No class meeting</i>
Week 16	12/01 – Early Career Panel TE 2 Reflection Due Extra Credit: Stopwatch Assignment Due	12/03 – Preparing for Clinical Teaching Course Wrap-Up Observation Hours Due

Final Project: Unit Guide Due on Wednesday, December 10th by 10:00 AM