

# APPLIED JAZZ VOICE LESSONS

MUAC 1503

Fall 2026



INSTRUCTOR: Liz Townsend

EMAIL: [liztownsend@my.unt.edu](mailto:liztownsend@my.unt.edu)

PHONE: (315) 491-3441

OFFICE: Bain 219

OFFICE HOURS: by appointment

## OBJECTIVES

- Demonstrate proper technique and style when performing jazz
- Exhibit strong practice and performance habits
- Develop a wide range of skills while progressing towards becoming a well-rounded musician

## REQUIRED MATERIALS FOR EACH LESSON

- Phone, Laptop, or another type of recording device
- Filled water bottle
- Binder or folder specifically for lesson materials
  - Or iPad w/ ForScore app
- Pencil & paper for notes
- A warmed up voice!

## EXPECTATIONS

- Arrive ON TIME to each lesson
- Come prepared to each lesson
  - When bringing in a new tune, the song must be MEMORIZED the first time you bring it in. This ensures that we can work on the expression of the tune during the lesson without stumbling over notes or lyrics
  - Have up-to-date PDFs of all charts you are currently working on already uploaded into your OneDrive lesson folder
  - Have a designated binder or folder for all of your lesson music
    - If you are an iPad person, you MUST have the ForScore app for your music and create a “Setlist” specifically for your lesson charts

- Arrive to lessons warmed up! We will do vocalizations for vocal technique in lessons, but those are NOT the same as warm ups (we'll talk more about that in lessons if you are unsure about the difference)
- Record each lesson so you can go back and refer to things we worked on throughout the week. Many folks use the “voice memos” app on their phone
- Maintain a practice log of your practice throughout the week. You may format your log however you would like as long as you are specific about what you worked on so it is clear that you are working toward a specific goal in your practice. It is expected that you spend an average of 2+ hours a day practicing.
  - **Here is an example of how these 2 hours might look:**
    - 15 min - warm up
      - lip trills through mid range, staccato & sustained breathing exercise, jaw massage, ear-training 7<sup>th</sup> chord exercise on straw phonation
    - 15 min - vocalization for vocal technique
      - falsetto exercises, working on mix through passaggio, full range exercise
    - 20 min - make chart for “Love is Here to Stay” in Dorico
    - 30 min - learn tune - ‘Love is Here to Stay’
    - 20 min - listen to 3 different recordings a few times of “Love is Here to Stay” to listen to how other vocalists phrase and alter the melody
    - 20 min - work on phrasing while maintaining good swing feel in “Love is Here to Stay”
- Communication with instructor should be done through UNT email. Texting is reserved for emergencies or if you are running a couple minutes late

## ATTENDANCE POLICY

- Lessons are 50 minutes long, allowing you 10 minutes to get to your next class
- If you miss a lesson without notifying me (unexcused), I will not make up the lesson and your final grade will be lowered by 5%
- In case of last minute cancellations (family emergency, illness, etc.) please notify me via text (315) 491-3441
- In the case of a known absence, written email communication is required with at least 24-hours notice in order to receive a make-up lesson (more notice is appreciated)
- Please arrive to your lesson on time. 3 tardies will count as one unexcused absence
- Under-preparedness is not a valid reason to reschedule your lesson. Personal matters will be taken into consideration – just communicate what’s going on
- I will only accommodate up to 2 reschedules per semester

## GRADING POLICY

Each week, you will be given assignments (making charts, transcriptions, vocal exercises, piano, songs to memorize and interpret, maintaining your practice log, etc.), which will be performed at the following lesson. Your semester grade will depend primarily on your preparedness in lessons and technical/ musical development over the course of the semester. Keep your standards high – don’t forget, these lessons are for YOU, and of course you want to be excellent!

Your final grade will consist of:

Lesson grades: 65% (13 weeks x 5% each week)

Final jury: 35%

A = Completely prepared; all assignments completed with excellent quality

B = Moderately prepared; most assignments completed with good quality

C = Somewhat prepared; some assignments completed with good quality, others not at all or poor quality

D = Poorly prepared; most assignments not completed or with very poor quality

F = Not at all prepared.

## REQUIRED MATERIALS

- iRealPro App
  - You will want this app on both your computer and your phone!
- Dorico, Finale, Sibelius, or MuseScore. Other notation software must be approved by instructor.

## SUGGESTED MATERIALS

- Fake Books (suggested, the Real Vocal Book by Hal Leonard)
- Dynamic microphone (like a Shure SM58, Shure Beta 58, Sennheiser e835)
- XLR Microphone cable
- PA/speaker
- Boom stand
- Nebulizer (like the VocalMist) and/or steamer

## RESOURCES & POLICIES

Academic Integrity Policy - <https://policy.unt.edu/policy/06-003>

Dean of Students - <https://deanofstudents.unt.edu/conduct>

Access to Information (Eagle Connect) – [eagleconnect.unt.edu](https://eagleconnect.unt.edu)

Office of Disability Access - [disability.unt.edu](https://disability.unt.edu)

Diversity and Belonging - <https://idea.unt.edu/diversity-inclusion>

Registration Information for Students – <https://registrar.unt.edu/students>

Academic Calendar Fall 2025 - <https://registrar.unt.edu/registration/fall-academic-calendar.html>

Health and Safety Information - <https://music.unt.edu/student-health-and-wellness>

Financial Aid and Satisfactory Academic Progress, undergrad - [http://financialaid.unt.edu/sap](https://financialaid.unt.edu/sap)

Retention of Student Records - [http://ferpa.unt.edu/](https://ferpa.unt.edu/)

Counseling and Testing - [http://studentaffairs.unt.edu/counseling-and-testing-services](https://studentaffairs.unt.edu/counseling-and-testing-services)

Mental Health Resources - <https://disparities.unt.edu/mental-health-resources>

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

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

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