



MUJS 1371 – Jazz Keyboard Fundamentals

MU121 | MW 2:00 - 2:50 pm

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COURSE PHILOSOPHY/OBJECTIVES

This course delivers jazz keyboard instruction for non-pianist jazz studies majors. Although techniques will be briefly discussed, the main objective for this course is to help increase your understanding of functional harmony from the angles of voicing and voice leading so that you will be able to 1) self-accompany and 2) arrange with better harmonic awareness. In addition to studying prescribed voicings, you will have a chance to experiment, create and justify your own progressions through writing assignments. You will be tested regularly on both the prescribed voicings and your own, therefore, establishing a regular practice routine is essential.

COURSE CONTENT/MATERIALS

There is no textbook required for this course. You will be given a printed packet at the first day of class that includes necessary information. You are expected to bring the packet to every class meeting.

COURSE POLICIES AND INFORMATION

GRADING: Your grade is determined by the following criteria.

55%: 12 Skills Tests (5% each, lowest grade dropped)

25%: 5 Writing Assignments (5% each)

20%: Attendance (three unexcused absences allowed)

The final grade is determined by the following scale:

A = 90-100%, B = 80-89%, C = 70-79%, D = 60-69%, F = below 60%.

****Grades that are one point or less below a cutoff can be rounded up at the sole discretion of the instructor based on a student's overall effort, disposition, and attendance both in class and in office hours. For example, 89.1 and 89.0 *can* be rounded at the instructor's discretion, 88.9 *cannot*.**

SKILLS TESTS

You will be tested most weeks of the course during class time. You will be asked to play with a metronome set at a predetermined tempo. Each test will be graded out of 10 points.

WRITING ASSIGNMENTS

You will be asked to arrange a standard of your choice using the voicings covered in class. There is no rhythmic component necessary for these arrangements. Details for each assignment will be available on Canvas. You are free to handwrite assignments for your own benefit, but all submissions must be **computer notated** and in **concert key (grand staff)**.

All writing assignments are submitted through **Canvas** by **2 pm of the due date**. This is a **firm deadline: no late work is accepted for any reason** except an excused absence. If you email the instructor to ask about submitting a late assignment, you will simply be referred to the policy here in the syllabus. Illegibility, unclear images or recordings will not be graded. Do not email assignments to the instructor, only use the Canvas platform.

ATTENDANCE:

Attendance is worth 20% of your final grade. You are given **three unexcused absences** with no questions asked. Each unexcused absence **after the third** will lower your attendance grade by 5%. Excused absences are always permitted with reasonable cause and ample notice (when possible). **These absences do not count towards the three unexcused absences**. Please email the instructor to clear these in advance, or as soon as possible after-the-fact in case of emergency. Please provide documentation/verification.

If you feel overwhelmed in any way, or if you are dealing with something that is causing you to miss a significant amount of class, the best thing to do is speak with the instructor as soon as possible. Do not wait until the end of the semester when grades are published.

COURSE SCHEDULE

Week 1:

Mon Aug 24 - Course Overview, Course Packet

Wed Aug 26 - Functional Harmony and the Importance of 3rds and 7ths

Week 2:

Mon Aug 31 - Practice Technique, Group Practice with Different Root Patterns (p225, p226)

Wed Sep 2 - **Skills Test 1** (Voicing Major, Minor and Dominant 7th Chords: 1-3-7)

Week 3:

Mon Sep 7 - No Class (Labor Holiday)

Wed Sep 9 - **Skills Test 2** (Voicing Major, Minor and Dominant 7th Chords: 1-7-3)

Week 4:

Mon Sep 14 - Guide Tones Introduction, Group Practice

Wed Sep 16 - Guide Tones Application, Harmonic Analysis of Standards

Week 5:

Mon Sep 21 - **Skills Test 3** (2-1A, 2-1B)

Wed Sep 23 - **Writing Assignment 1 Due**

Week 6:

Mon Sep 28 - **Skills Test 4** (Writing Assignment 1)

Wed Sep 30 - **Skills Test 5** (Writing Assignment 1, Different Key)

Week 7:

Mon Oct 5 - Harmonic Substitution

Wed Oct 7 - **Writing Assignment 2 Due**

Week 8:

Mon Oct 12 - **Skills Test 6** (Writing Assignment 2, Original Key and One Different Key)

Wed Oct 14 - Four Note Voicings

Week 9:

Mon Oct 19 - **Skills Test 7** (4-1A, 4-1B)

Wed Oct 21 - Extensions and Alterations

Week 10:

Mon Oct 26 - **Writing Assignment 3 Due**

Wed Oct 28 - **Skills Test 8** (Writing Assignment 3: Patterns 1 and 2)

Week 11:

Mon Nov 2 - **Skills Test 9** (Writing Assignment 3: Patterns 3 and 4)

Wed Nov 4 - Substitution with Four Note Voicings

Week 12:

Mon Nov 9 - **Writing Assignment 4 Due**

Wed Nov 11 - Comments, Evaluations, Creative Exercises

Week 13:

Mon Nov 16 - **Skills Test 10** (Writing Assignment 4: Patterns 1 and 2)

Wed Nov 18 - **Skills Test 11** (Writing Assignment 4: Patterns 3 and 4)

Week 14:

Mon Nov 23 - Five Note Voicings, Voice Leading, Hierarchy of Scale Degrees

Wed Nov 25 - Nonfunctional Chord Progression Based on Voice Leading

Week 15:

Mon Nov 30 - **Skills Test 12** (5-1A, 5-1B)

Wed Dec 2 - Overview of Writing Assignment 5

Week 16 (Finals Week):

Mon Dec 7 - No Class, **Writing Assignment 5 Due**

UNIVERSITY POLICIES AND INFORMATION

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, 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.

LINK: <http://vpaa.unt.edu/dcgcover/resources/integrity>

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 classroom, labs, discussion groups, field trips, etc.

LINK: Student Code of Conduct - <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.

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 Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in

implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the Office of Disability Accommodation.

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

2020-2021 Semester Academic Schedule (with Add/Drop Dates)

<http://catalog.unt.edu/content.php?catoid=23&navoid=2454>

Academic Calendar at a Glance, 2020-2021

<https://www.unt.edu/catalogs/2020-21/calendar>

Final Exam Schedule

<https://registrar.unt.edu/exams/final-exam-schedule/fall>

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 registered hours per term. 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 being doing so.

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

Graduates

A student must maintain Satisfactory Academic Progress (SAP) to continue to receive financial aid. Students must maintain a minimum 3.0 cumulative GPA in addition to successfully completing a required number of credit hours based on total registered hours per term. Music scholarships require a 3.5 cumulative GPA. Students cannot exceed maximum timeframes established based on the published length of the graduate program. If a student does not maintain the required standards, the student may lose their financial aid eligibility.

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 you schedule a meeting with an academic advisor in your college, an advisor in UNT-International or visit the Student Financial Aid and Scholarships office to discuss dropping a course.

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 Blackboard/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.

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

COUNSELING AND TESTING:

UNT's Center for Counseling and Testing has an available counselor whose position includes 16 hours per week of dedicated service to students in the College of Music and the College of Visual Arts and Design. Please visit the Center's website for further information:

<http://studentaffairs.unt.edu/counseling-and-testing-services>. For more information on mental health issues, please visit: <https://speakout.unt.edu>.

The counselor for music students is:

Myriam Reynolds

Chestnut Hall, Suite 311

(940) 565-2741 | Myriam.Reynolds@unt.edu

COVID-19 IMPACT ON ATTENDANCE

While attendance is expected as outlined above, it is important for all of us to be mindful of the health and safety of everyone in our community, especially given concerns about COVID-19. Please contact me if you are unable to attend class because you are ill, or unable to attend class due to a related issue regarding COVID-19. It is important that you communicate with me prior to being absent as to what may be preventing you from coming to class so I may make a decision about accommodating your request to be excused from class. If you are experiencing cough, shortness of breath or difficulty breathing, fever, or any of the other possible symptoms of COVID-19

(<https://www.cdc.gov/coronavirus/2019-ncov/symptomstesting/symptoms.html>), please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your health care provider. While attendance is an important part of succeeding in this class, your own health, and those of others in the community, is more important.

(Approved Faculty Senate 5/13/20)