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**MUJS 3620/5620****ARRANGING II (VOCAL)****Description & Objectives of the Course**

This class is an introduction to the art and craft of vocal arranging. Analysis of vocal arrangements by arrangers past and present, drills for writing techniques and tools, and one larger writing project will be the means through which learning will take place. All work must be completed using computer notation, preferably Dorico or Finale (although Sibelius and MuseScore will work). All assignments will be uploaded on Canvas, and it is each student's responsibility to be up-to-date on any changes, announcements, additional assignments, etc., online. The final writing project will be performed and recorded by the students on their own, outside of class.

By the end of this semester, you will be able to:

- Write "stock" voicing like four-way close, drop 2, spread, drop 2 & 4, and maintain a consistent musical dialect within your charts
- Use reharmonization and approach techniques to create more interesting harmonic language
- Recognize characteristics and traits of well-written vocal and vocal/instrumental arrangements
- Learn how to roadmap and be able to write under a strict time deadline with externally imposed limitations and constraints
- Understand the basics of how to make demo recordings of your work
- Understand the basics of publishing and copyright where it concerns arranging, and have the tools to begin self-publishing through the ArrangeMe platform (Sheet Music Plus)

**Course Information**

**Mondays 2 - 3:45 p.m. (w/ 5 min break in the middle)**

**50 min. add'l Lab Time - TBD**

**Instructor: Jennifer Barnes**

**Teaching Assistant:  
Quinn Cameron**

**Office: Rm 346**

**email: [jennifer.Barnes@unt.edu](mailto:jennifer.Barnes@unt.edu)**

**cell: (661) 713-0260**

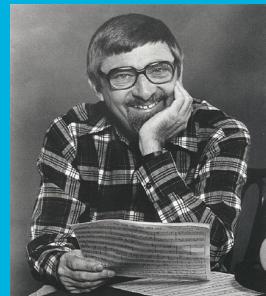
**Office Hours: By appt. - see office door or online for options**

## Course Attendance, Grading & Policies

Due to the compressed nature of the class, absences are strongly discouraged. Any absence must be cleared **in advance** (prior to class) to be considered excused, and unexcused absences will cause a drop of 5 points off the final grade, with each subsequent absence causing a drop of 10 points off the final grade. In the event that you know you will miss class for any reason, it is your responsibility to obtain the information missed by requesting that Quinn make a Zoom class video which you'll need to watch ASAP in order to do the assignments for the week; the instructor and teaching assistant will not conduct a private session to re-teach the material. If the absence is excused, the student and instructor will work out a modified due date for the missed assignment(s) ASAP.

- The final semester grade will be calculated as follows:
  1. Class & Lab attendance and class participation – 10%
  2. Assignment grades – 70%
  3. Final project – 20%
  4. Homework, in-class performances or projects that are submitted late will be subject to the following grade reduction:
    - 1 – 2 days late = 10% reduction
    - 3 – 6 days late = 20% reduction
    - 7 – 13 days late = 50% reduction
    - 14+ days late = no credit (but you should still do it!)
- For basic assignments in this class, grades will be earned with the following point representations:
  - 95 = A (Excellent work - nearly perfect)
  - 85 = B (Very good work - could be better)
  - 75 = C (Not adequate work - definitely ask for clarification/ help, or put in more time on your work!)
  - 65 or lower = F (Failing work - this is the time to get VERY serious about figuring out what you're not understanding!)
- **IMPORTANT: you must read all the feedback given after each assignment you submit on Canvas!** It is imperative that you understand the errors you made and know how to avoid them in the future. This class is VERY cumulative - don't ever think, "well, I don't understand this, but hopefully next week it'll make sense." I guarantee, IT WON'T! If you don't

*If you do well in this class, you too can be successful vocal arrangers, like these*



Gene Puerling



Kerry Marsh



Rosana Eckert



Amanda Taylor



Well, I mean...

understand, ask, right away! Once you've been taught a concept and received feedback from your assignments related to that concept, you MUST incorporate that concept into all future writing that you do for the class, so it takes proactive post-assignment work to ensure that that can happen.

- **Up until the end of week 7**, homework assignments that receive a grade less than a score of 80 (a "B") can be corrected and re-submitted within one week of the original due date to be re-graded; the original grade plus the revised grade will be averaged to raise the initial grade. **After week 7, assignments will be no longer re-graded for an amended grade.**
- If it is possible for you to have a laptop available during class when we are covering notation-related things, you will likely find that helpful, in addition to using it to take notes. However, if you choose to have a laptop open, you should use a "focus" mode that ensures that no e-mail, no internet, no other applications will be distracting you! This course is definitely "content-dense", and any lapse in attention span will definitely have an adverse affect on your ability to comprehend the material and complete the next assignment. I won't "babysit" your use of a laptop, but please be aware that I can see and know the difference between when you're paying attention to class and/or looking at homework or Canvas and when you're doing other homework or email. It looks different! Your "class participation" grade will be reduced if that is something that's observed regularly.
- **Note regarding PDF docs in this class:** There is no textbook for this class. Rather, in Canvas, you'll have Modules for each week of class, and there will be PDFs or Pages with information you'll need to access in order to do the homework. I **strongly** urge you to download the PDFs and/or copy-paste the info on the pages into something of your choice and either store them digitally where you can readily open and access them in a well-organized fashion OR print out the PDFs and make a folder that will amount to your own textbook of material, or both! You simply MUST have access to this information to complete your work every week, since you won't remember all of the rules and guidelines that MUST be followed to complete your work well without them!
- **IMPORTANT NOTE:** All of our class content will be on Canvas, including assignments and their due dates, etc. ***It is your responsibility to consult the online course on a regular basis, and you are responsible for turning in assignments on time whether we explicitly discussed something due in class or not!***
- **ONE LAST IMPORTANT NOTE:** I will be adjusting our class pace according to the general knowledge and comprehension level of the students in the class, moving very quickly at times through the material, and at other times we will slow down and take side trips as needed. Therefore, there is no class-by-class "event" list to follow on this Syllabus. Rather, see above regarding making sure that Canvas is your best friend and learn to READ CAREFULLY and keep a good calendar of what needs to be done as we go along.

### **Additional University policies:**

Academic Integrity Policy: <http:// facultysuccess.unt.edu/academic-integrity>

Student behavior policy: <https://deanofstudents.unt.edu/conduct>

ODA Statement: [disability.unt.edu](http://disability.unt.edu)