

## **MUJS 3620/5620 Jazz Arranging (Vocal Section)**

**Monday 2 – 3:40 p.m., Rm. 288**

**(Additional lab time individually arranged with Graduate Teaching Fellow  
Andrew Evangelista, Bain Hall, Rm. 306)**

**Instructor: Jennifer Barnes**

**E-mail: [Jennifer.barnes@unt.edu](mailto:Jennifer.barnes@unt.edu) (preferred mode of contact)**

**Phone: (661) 713-0260 (only in case of last-minute emergency, please)**

**Office: MU 346**

**Course Objectives:** This class is an introduction to the art of vocal arranging. Analysis of “successful” vocal arrangements by arrangers past and present, drills for writing techniques and tools, and two writing projects will be the means through which learning will take place. All work is to be completed using Finale or Sibelius music notation software (although only Finale will be “supported”), and the specifics of techniques used to accomplish this will be explored. All assignments and homework will be done through Blackboard, and it is your responsibility to be up-to-date on any changes, announcements, additional assignments, etc., that are uploaded to Blackboard. The writing projects will be performed and recorded by the students on their own. Details will be available on Blackboard, and basic structure will be as follows:

1. SATB with rhythm section: A standard tune will be chosen and arranged in a swing feel in “head chart” style, using textures from unison to no more than four parts. Details will be available on the Blackboard assignment.
2. The final project can be either a cappella or accompanied, with more complex harmonic content and longer form.

**Attendance Policy:** Due to the compressed nature of the amount of material and individual work required in this course, only absences cleared in advance are excused. Any unexcused absences from a Monday class will lower your semester grade BY ONE LETTER, since Monday classes are the equivalent of TWO classes! It is your responsibility to obtain any information missed in class by arranging to have the class recorded and listening to it on your own time as well

**Grading:** Grades will be determined as follows:

- Weekly participation in class & lab, and lab attendance – 10%
- Homework assignments and quizzes – 40%
- Project one – 20% [Full score (5%) + MIDI demo (5%) + Parts (5%) + Final recording (5%)]
- Project two – 30% [Score (7%) + MIDI demo (8%) + Parts (10%) + Final recording (5%)]

Homework or projects that are submitted late will be subject to a grade reduction off the total grade on the following scale (but will still be expected to be completed, since you must learn the material!):

- 1 – 2 days late = 25% reduction
- 3 – 6 days late = 50% reduction
- 7 – 13 days late = 75% reduction
- 14+ days late = no credit

**Detailed schedule (subject to change – see Blackboard between classes for most up-to-date info):**

**Week 1**

Tues 1/17 PART ONE: Introduction  
Handout: “Functions of Notes/Chords”  
Handout: “Vocal Ranges”  
Rhythmicization of swing melodies  
ASSIGNMENT 1 (due next Monday): Rhythmicization of “But Not for Me” (Medium Swing – 140 bpm)  
PART TWO: “Basic Voicing Structures”, an introduction to 4-way close voicing technique; set up lab time with Andrew  
ASSIGNMENT 2 (due at lab): 4WC practice

**Week 2**

Mon. 1/23 PART ONE: Review of homework; 4WC on 1<sup>st</sup> 8 bars of “How High the Moon” in class  
Handout: “Rhythmic Notation”; “Voicing Rules”, rhythmic notation rules & guidelines  
ASSIGNMENT: Voice mms 9 – 24 of “How High” using 4WC method (due at lab)  
PART TWO: Handout: “2-Part Homophonic movement texture options”; Introduction to “Drop 2” voicing technique. “World Keeps You Waiting” – listen and analyze.  
ASSIGNMENT (due Monday): Study and memorize voicing rules for next Monday; “4WC & Drop 2 Practice” handout (on Blackboard)

Lab Review “How High The Moon” assignment – make corrections.  
ASSIGNMENT: Use the rhythmicized melody exercise and add a 2<sup>nd</sup> part, using concepts from the handout

Lab Play voiced sketches & get feedback.

**Week 4**

Mon 1/30 Review analysis homework and discuss mistakes.  
ASSIGNMENT: Analysis of accompanied vocal charts.  
ASSIGNMENT: Rhythmic notation matrix.  
Lab Review rhythmic notation and rhythmicized lead sheets with feedback.

**Week 5**

Mon 2/6 Reharmonization techniques; 2 approach techniques.  
ASSIGNMENT: Approach techniques practice examples.  
ASSIGNMENT: Complete accompanied chart analysis  
Lab Review approach techniques homework and spot any mistakes.  
ASSIGNMENT: Approach techniques practice examples.

**Week 6**

Mon 2/13 TEST: 4WC & D2 voicing techniques  
Three more approach techniques. Common articulations.  
ASSIGNMENT: Approach techniques practice examples; analysis of “Sweet Georgia Brown”.

### Week 7

- Mon 2/20 Creating a “road map” of your vocal arrangement. What makes a good arrangement?  
Vocal score layout in computer music notation. Review of test.  
ASSIGNMENT FOR LAB: Choose tune (reply to e-mail); create your roadmap.
- Lab Review roadmap, get feedback.  
ASSIGNMENT FOR NEXT MONDAY: Write vocal parts for minimum of 1<sup>st</sup> chorus  
(preferably ALL of it), including composite rhythm part on a staff below vocal staff.

### Week 8

- Mon 2/27 Rhythm section writing techniques  
More on vocal score layout issues as well as creating audio trax; private sessions for  
feedback on project so far.  
ASSIGNMENT FOR LAB: Complete the writing of your vocal and rhythm arrangement  
(due at Lab). Also, recruit your singers and rhythm players to perform your chart!
- Lab Review and get feedback on project.

### Week 9

- Mon 3/6 **Project One completed score due.** Individual read-thru of charts/feedback in class.  
ASSIGNMENT FOR LAB: Edit score and parts.
- Lab Feedback on score and parts.  
ASSIGNMENT FOR MONDAY: Finalize/edit parts, make MIDI demo for your singers .

### SPRING BREAK

- Mon 3/13 (No class)

### Week 10

- Mon 3/20 Review parts and MIDI demos.  
ASSIGNMENT: Get chart recorded and finalized. Final recordings must be uploaded by  
3 p.m. Friday, April 3
- Lab (No lab)  
ASSIGNMENT: Choose song for project two! (Due Monday, 4/6).

### Week 11

- Mon 3/27 Spread voicing techniques; a cappella vocal chart listening.  
ASSIGNMENTS: Spread voicing technique practice exercises and a cappella chart  
analysis part 1 (due Friday). Make road map for project two and start writing the music  
(Both due Monday, 4/13, along).

### Week 12

- Mon 4/3 Review/feedback on Spread Voicing homework and chart analysis part 1. Answer  
questions about Project Two.  
ASSIGNMENT: A cappella chart analysis part 2; roadmap and begin writing your score.

### **Week 13**

Mon 4/10 Class meeting to review a cappella chart analysis, part two; followed by individual sessions for feedback on Project Two  
ASSIGNMENT: Continue writing your Project Two chart

Lab More feedback on Project Two  
ASSIGNMENT: Continue your Project Two chart

### **Week 14**

Mon 4/17 In-class feedback and singing of Project Two; rhythm section part-writing; Finale part tracks/editing stuff

Lab Project Two Final draft feedback.

### **Week 15**

Mon 4/24 **Project Two score & MIDI demo due:** Class meeting to read/listen, analyze charts

Lab **Vocal and rhythm section parts due** (if rhythm section is used)

### **Week 16**

Mon 5/1 Writing for other kinds of vocal configurations and other instruments. Record Project Two on your own during this week. Recordings must be uploaded by 5 p.m. Friday, 5/8.

### **FINAL EXAM WEEK:**

Mon 5/8 Listen to recordings of **Project Two** and receive graded scores/parts back.  
1:30 – 2:30 p.m.

### **Compliance with Federal Statutes:**

The College of Music complies with "The Americans With Disabilities Act", in making reasonable accommodations for qualified students with disability. If you have an established disability as defined in this act and would like to request accommodations, please see me as soon as possible.

### **Scholastic Honesty Policy:**

Cheating, in any form, will result in an automatic grade of "F" in the course, the removal of the student from the course, and immediate reporting of the student's actions to the office of the Dean of Students and to the office of the Dean of the College of Music.

### **Office of Disability Accommodation**

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 website at <http://www.unt.edu/oda>. You may also contact them by phone at 940.565.4323.

### **Financial Aid 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.

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. Please visit

<http://financialaid.unt.edu/satisfactory-academic-progress-requirements> for more information about financial aid Satisfactory Academic Progress. It may be wise for 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.

### **Financial Aid Satisfactory Academic Progress (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. 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. Please visit

<http://financialaid.unt.edu/satisfactory-academic-progress-requirements> for more information about financial aid Satisfactory Academic Progress. It may be wise for 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.

### **Academic Integrity**

Academic Integrity is defined in the UNT Policy on Student Standards for Academic Integrity. Any suspected case of Academic Dishonesty will be handled in accordance with the University Policy and procedures. Possible academic penalties range from a verbal or written admonition to a grade of "F" in the course. Further sanctions may apply to incidents involving major violations. You will find the policy and procedures at:

<http://vpaa.unt.edu/academic-integrity.htm>.

### **Student Behavior in the Classroom**

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 Center for Student Rights and Responsibilities 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. The Code of Student Conduct can be found at: [www.unt.edu/csrr](http://www.unt.edu/csrr).