

Description &
Objectives

PAGE 1

Attendance/
Grading/
Policies

PAGE 2-3

University
Policies/
Syllabus

PAGE 3-4

(cont'd)
Syllabus

PAGE 4-5

MUJS 3620/5620

ARRANGING II (VOCAL)

Description & Objectives of the Course

This class is an introduction to the art of vocal arranging. Analysis of vocal arrangements by arrangers past and present, drills for writing techniques and tools, and two larger writing projects will be the means through which learning will take place. All work must be completed using computer notation, preferably Finale (although Sibelius may be used, just won't be discussed in class). 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 a demo recording 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. on Zoom

50 min. add'l Lab Time - TBD

Instructor: Jennifer Barnes

Teaching Assistant: Tyler Thomas

Office: Rm 346

email: 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. If there is a medical emergency, the student and instructor will work out a modified due date for the missed assignment(s) ASAP. In the event that you miss class for any reason, it is your responsibility to obtain the information missed by watching the Zoom class video; the instructor and teaching assistant will not conduct a private session to re-teach the material.

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 so I may make a decision about accommodating your request to be excused from class.

If you are experiencing any symptoms of COVID-19 (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/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 PRIOR to coming to campus. UNT also requires you to contact the UNT COVID Hotline at 844-366-5892 or COVID@unt.edu for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure. While attendance is an important part of succeeding in this class, your own health, and those of others in the community, is more important.

- The final semester grade will be calculated as follows:
 1. Class/lab attendance and class participation – 10%
 2. Assignment grades – 60%
 3. Final project – 30% [Score (10%) + Parts (10%) + Final recording (10%)]
- Homework, in-class performances or projects that are submitted late will be subject to the following grade reduction:
 - 1 – 2 days late = 10% reduction

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



Rosana
Eckert



Kerry
Marsh



Kelly
Kunz



Michele
Weir



Phil
Mattson

- 3 – 6 days late = 20% reduction
- 7 – 13 days late = 50% reduction
- 14+ days late = no credit
- 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!)
- Please 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 much about cumulative knowledge - don't ever think, "well, I don't really understand this, but hopefully next week it'll make more sense." I guarantee, IT WON'T! If you don't understand, ask!
- **Up until the end of week 7**, homework assignments 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.**
- During class, you must have your screen **on** at all times, and be attentive and focused on the class material - you will be called on randomly to answer questions and should be ready!
- It is in your best interest to silence your cell phone and put it out of reach, as well as using a whatever focus mode keeps you only seeing the Zoom class on your screen, unless we are specifically doing something in Finale where you'll need to have that open as well. No e-mail, no internet, no other applications please! This course is definitely "content-dense", and any lapse in attention span will definitely have an adverse affect on your ability to then complete the next assignment.
- **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 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, and you won't remember all of the rules and guidelines that **MUST** be followed to complete your work well without them!
- **IMPORTANT NOTE:** Although this syllabus is a guide to our plan for this class, the final word on the content of assignments and due dates will be on **Canvas**, NOT this syllabus, due to adjustments that will invariably need to be made to accommodate the pace and level of this specific

class. It is each student's responsibility to consult the online course on a regular basis to verify each assignment's content and due date.

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

Retention of Student Records: <http://ferpa.unt.edu/>

Week	DATE	TOPIC	ASSIGNMENT (see Canvas for specifics)
1	1/11	PART 1: Introduction to class; Syllabus review; Chord/color tone review; Vocal ranges; Swing rhythms PART 2: Voicing structures and rules - 4WC; color tone pairings	4WC practice and Swing rhythms assignments
1	1/? (Lab)	Review 4WC, introduce "Drop 2"; Voicing rules/ Flat 9 avoidance	More 4WC practice; Drop 2 practice; "How High the Moon" using 4WC/D2
2	1/18	MLK Day - University closed	
2	Lab	Review homework assignments	
3	1/25	Low interval limits; Approach Techniques.	Approach techniques homework
3	Lab	Review approach techniques homework	Analyze "World Keeps You Waiting"
4	2/1	PART 1: Sing "All the Things" assignments; Review problems in homework assignments; PART 2: Drop 3, Drop 2 & 4; Publishing, "ArrangeMe/ Sheet Music Plus"	Using your tools: "I Thought About You"; Drop 3 & 2/4
4	Lab	Review all voicing techniques; recurring problems in homework (b9 intervals, enharmonic spelling, courtesy accidentals)	Reharmonization
5	2/8	PART 1: Writing chord symbols with alterations; read "I Thought About You" examples; Articulations PART 2: Spread voicing techniques; 2- and 3-part writing	2- and 3-part writing
5	Lab		Road-mapping;
6	2/15	PART 1: Reharmonization techniques; What makes a "good" arrangement PART 2: Background vocals; analyze "Ghost"	Combine all techniques to write one chorus of a standard of your choosing.
6	Lab	Review roadmap; approach techniques; score creation questions	
7	2/22	Computer notation concepts; Score layout; Rhythm section writing, part one.	Use your standard from last week and work the notation/layout concepts, keep editing vocals.

Week	DATE	TOPIC	ASSIGNMENT (see Canvas for specifics)
7	Lab	Feedback.	
8	3/1	5-part chord voicings; drum notation & drum keys; more on rhythm section	Choose final project song - upload title and link if not jazz standard.
8	Lab	TBD	
9	3/8	Discuss final project; look at chart examples	Write road map & start arranging
9	Lab	Approve final project road map	Finish first draft of chart - at least first chorus complete with rhythm section
10	3/15	Look at first drafts in class - sing some; rhythm section writing, part two (hits vs. slashes)	Finish writing
10	Lab	Feedback on final chorus/BGVs	
11	3/22	Completed score due - second draft; discuss MIDI demo process; looking at examples of poor writing or score practice	
11	Lab	Assistance with MIDI - by appt.	
12	3/29	Final score & first draft of MIDI demo due	create parts for rhythm & vocals & final MIDI demo
12	Lab	TBD	
13	4/5	TBD	
13	Lab	Review parts & MIDI before final version due	
14	4/12	Recording - GarageBand/Logic	Rhythm section recording 4/23 8 - 9:30 pm (262) or on your own (get rhythm section)
14	Lab	No lab this week	
15	4/19	Adapting charts for other voicings; a cappella chart analysis in-class	Final recordings, along with revised score and parts must all be uploaded by midnight, Friday, 4/23
15	4/26	Final Exam time - listen to Final Project recordings	