

Instrumentation (MUCP 3320, Fall 2024)

Instructor: Pak Hei Leung

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Office hours: Mondays 2-3pm or by appointment

Office location: Bain 218 / MU 2001

Class Meeting Time: MWF 1:00-1:50pm

Class location: MU 250

Course Objectives

This course is designed to develop students' knowledge and understanding of the qualities and capabilities of the instruments of the standard modern orchestra. Through readings, assignments, workshops, and projects, students will learn how to create more effective and idiomatic transcription and arrangement for those instruments in both solo and ensemble settings.

Texts and Materials

- **Samuel Adler, The Study of Orchestration, W.W. Norton & Company, Inc. Fourth Edition.**

- **Staff paper notebook, pencil, and eraser**

- Access to a professional notation software is strongly encouraged (i.e., Sibelius, Finale, or Dorico.) Sibelius and Finale are accessible on the COM computers.

- The instructor will provide additional transcription scores and materials.

Please be aware that a set of CDs that accompany the Adler text is in the Willis library for your use. It is recommended that you supplement your reading by listening to the examples on these recordings.

Assignments and Grades

All assignments are due at 1:00 PM on the due date. No assignments will be accepted after the prescribed deadline. If you feel you cannot meet a given deadline due to illness or some other University sanctioned excuse, you may contact me by email before the due date to request an appropriate extension. Extensions will only be granted in extreme cases and at the sole discretion of the instructor. Assignments (in addition to readings) will be as follows (see course schedule for dates):

4 Score Annotations

- String ensemble (5%)
- Woodwind ensemble (5%)
- Brass ensemble (5%)
- Percussion ensemble (5%)

5 Exams

- Strings (5%)
- Woodwinds (5%)
- Brass (5%)

- Percussion, Plucked Strings, Keyboards (5%)
- Final Exam (10%)

4 Transcription Projects

- String ensemble (5%)
- Percussion ensemble (5%)
- Brass ensemble (5%)
- Woodwind ensemble (5%)

4 Transcription Reports

- String ensemble (2.5%)
- Percussion ensemble (2.5%)
- Brass ensemble (2.5%)
- Woodwind ensemble (2.5%)

Final Project (10%)

Your final grade will be determined as follows:

Attendance and Participation **10%**

5 Score Annotations (4% each) **20%**

3 Transcription Projects and Reports (7.5% each) **30%**

4 Exams (5% each) **20%**

Final Project **10%**

Final Exam **10%**

Grade Scale:

A=90-100, B=80-89, C=70-79, D=60-69, F <59

Attendance and participation

Attendance, punctuality and active class participation are crucial to success in this course. Students are expected to actively participate in the course, including being prepared for class by completing all assigned readings, as well as engaging in class activities and discussions. Unexcused absences will be considered in the class participation portion of the grade. For anticipated absences with a valid reason, students should contact the instructor through email before class, notifying the instructor of the situation and explaining the reason(s) behind the absence. Students with more than five unexcused absences may receive a failing grade (F) at the instructor's discretion.

Score Annotation

The purpose of the assignment is for students to start building a repertoire of pieces to refer to and study from for each instrumental family. There is one score annotation assignment for each instrumental family. Each student should select a piece for which they have access to the score, which clearly illustrates the use of that instrumental family. Students should then choose a passage (20 to 40 seconds) to make a score reduction, with a written statement analyzing the instrumentation according to the techniques and concepts discussed in class and in the textbook. All students are going to present to the class their

reduction and analysis. Once completed, one physical, typed copy must be turned in on the assigned due date, alongside an upload of a digital copy to the corresponding Canvas assignment page.

Transcription Projects

For each instrumental family, there will be a transcription project, in addition to a final project. Students will be required to transcribe a short piano piece to the relevant instrumentation. The instrumentation for each assignment will depend on the instruments available in class. The final project will be a transcription for a free combination of the instruments available that is a member of the standard modern orchestra. The instructor will provide a list of piano pieces to transcribe from. Each student will transcribe a different piece. Before each project, students are required to turn in a plan for their transcriptions, which contain a one-to-two paragraph written statement, as well as score annotations.

Transcription Reports

All students should be engaged in all reading sessions. When someone else's work is being read, students should take notes of what they observe. The report should include a paragraph for each piece read and should include what they thought was effective or interesting and what they would have done differently. Students playing in a given reading session are excused from writing the report for that reading session and will be given full credit for this portion.

Exams

Exams will consist of assessing knowledge of:

Range, Clefs, Tunings and Transposition

Various Terminology used for each family

Traditional and Extended Techniques, with their Notational Conventions used for each family

Physical Attributes and Design used for each instrument within each family

Return of student work

The instructor will grade and return students' assignments in a week's time, with the exception of emergency situation, in which case students will be notified. For example, if an assignment is due on Monday, the instructor will have them graded and returned in class on the Monday after at the latest. Grades and comments will be posted on Canvas at the same time or shortly beforehand. If the student does not attend the class, the instructor will return the assignment to that student the class after. For final projects and exams, students can expect grades and comments to be posted on Canvas within 72 hours after deadline of submission.

Scheduling of end-of-semester jury

Students should not schedule their end-of-semester jury against a regularly scheduled class. Please refer to the course schedule for class meeting time and avoid scheduling end-of-semester jury during those dates and time.

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 (Office of Academic Integrity), 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.

See: [Academic Integrity](#)

LINK: <https://policy.unt.edu/policy/06-003>

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

See: [Student Code of Conduct](#)

Link: <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.

See: [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 Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter. You can now request your Letters of Accommodation ONLINE and ODA will mail your Letters of Accommodation to your instructors. You may wish to begin a private discussion with your professors regarding your specific needs in a course. Note that students must obtain a new letter of accommodation for every semester. For additional information see the Office of Disability Access.

See: [ODA](#)

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

Health and Safety Information

Students can access information about health and safety at:

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

Registration Information for Students

See: [Registration Information](#)

Link: <https://registrar.unt.edu/students>

Academic Calendar, Fall 2024

See: [Fall 2024 Academic Calendar](#)

Link: <https://registrar.unt.edu/sites/default/files/fall-2024-academic-calendar.pdf>

Final Exam Schedule, Fall 2024

See above

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 hours registered. 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 before doing so.

See: [Financial Aid](#)

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.

See: [Financial Aid](#)

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 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.

See: [FERPA](#)

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

COUNSELING AND TESTING

UNT's Center for Counseling and Testing has an available counselor for students in need. Please visit the Center's website for further information:

See: [Counseling and Testing](#)

Link: <http://studentaffairs.unt.edu/counseling-and-testing-services>.

For more information on mental health resources, please visit:

See: [Mental Health Resources](#)

Link: <https://disparities.unt.edu/mental-health-resources>

ADD/DROP POLICY

Please be reminded that dropping classes or failing to complete and pass registered hours may make you ineligible for financial aid. In addition, if you drop below half-time enrollment you may be required to begin paying back your student loans. See Academic Calendar (listed above) for additional add/drop Information.

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

STUDENT RESOURCES

The University of North Texas has many resources available to students. For a complete list, go to:

See: [Student Resources](#)

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

CARE TEAM

The Care Team is a collaborative interdisciplinary committee of university officials that meets regularly to provide a response to student, staff, and faculty whose behavior could be harmful to themselves or others.

See: [Care Team](#)

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