University of West Georgia  
Music 4011—Choral Methods and Materials  
Syllabus  

Dr. Dawn Harmon McCord  

Class: R 5:30-8:00 PM  
Classroom: Humanities 234  
3 hr. credit  

Office: Humanities 233  
770-839-6266  
CourseDen email preferred  
dmccord@westga.edu  

Office hours:  
T 8-9:30  
R 8-9:30, 2-5:30  
F 2-5:30  

Course Description:  
Prerequisite: MUSC 4000 and admission to the Teacher Education Program or permission of the department chair.  
Principles, procedures, techniques, literature, tools, methods, and materials used in teaching choral music. Includes a field-experience component.  

Required Materials:  
Conducting baton  
Membership in ACDA (American Choral Directors Association) will provide you with national and state journals needed for class assignments.  
Octavos from gmea.org website; Choose any two works from each of the following performance media lists: SATB List; SSAA List; TTBB List; and M List. Choices should include varied examples from World Music, foreign language, different periods of music, and different styles. Works for children may be supplied by Dr. McCord.  
Pitch Pipe (acoustic or App)  
Tk-20—electronic portfolio required by UWG-College of Education for assessment, field placement, and certification. Tk-20 is available through myUWG  
Admission to Teacher Education  
Tort liability insurance, e.g., SPAGE student membership, SGAE student membership, Home insurance policy  
Membership in UWG-Collegiate National Association for Music Education  

Supplementary Materials:  


**Course Objectives:**

1. Understand the role and structure of performance ensembles in the public school
2. Learn about professional organizations associated with the teaching of music
3. Study music journals and other resources for continued development
4. Become familiar with resources for further assistance and study relative to public school while expanding knowledge and understanding of principals/theories/approaches for teaching and assessing choral music instruction in attenuating that all students can learn
5. Encounter a variety of repertoire suitable for use in the public school including the introduction of multicultural issues and approaches to addressing diversity
6. Improve conducting technique
7. Develop rehearsal techniques utilizing knowledge of subject, skills, and psychology including classroom organization, procedures, and management skills based on fairness when actuating the implementation of same
8. Understand stylistic factors in music
9. Demonstrate a knowledge of the singing voice
10. Develop score analysis techniques
11. Develop a philosophy regarding non-musical aspects of a music program, such as entertainment and competition
12. Utilize technology in completing assignments
13. Demonstrate practical keyboard skills

Learning Activities:
1. Assigned reading and skills preparation
2. Lectures and discussion of topics pertinent to the direction of performance classes in schools
3. Conducting and rehearsing in class
4. Conducting and rehearsing the Lab Chorus
5. Book and article reviews
6. Field experiences in public school choral music (average two hours per week)
7. Written exams
8. Student demonstrations of skills common to music teachers

UWG Common Language Syllabi Information
It is important that you review and understand the statements that are common to all courses at UWG. These items address the Americans with Disabilities Act, UWG Email Policy, Credit Hour Policy, and the University of West Georgia Honor Code.

These statements may be viewed at http://tinyurl.com/UWGSyllabusPolicies

To emphasize the information provided in the above policies, understand that student’s work must be his/her own product. Failure to comply may result in a grade of “F” on the project/test or a grade of “F” in the course. Turnitin, a program for reviewing scholarly academic work, may be used to assess, critique, and validate original work.

Attendance Policy:
Learning and participation is only possible if the student participates in class and receives the essential information. Since the course will move at a very fast pace with practiced skills, reading, and written work due on a regular basis, students are expected to attend every class meeting. Should a student not be able to attend a class, he/she is responsible for the information covered and assignments. Presentations and assignments must be completed on their assigned day, no later than 5:40 pm for written assignments. Grade is lowered by one letter grade for 2 or more absences for any reason. If student know that they will be absent for a presentation or test, they must make arrangements with professor in advance to arrange alternative event.

Field Experience:
Students in Music 4011 are required to complete 30 hours of field experience in an assigned secondary school choral programs and to complete and turn in an observation form for each day of observation. Students who have not completed 12 documented hours
of field experience by the mid-point of the term will receive no credit for field experience. It is essential that students be in the classroom as early as possible in order to successfully complete assignments associated with the field experience. Students are responsible for filing completed forms in file folder provided by course professor.

Field Experience Forms
Copy the field observation form as needed. The school site teacher must sign the form at the end of each observation. Forms must be completed in ink without corrections. The deadline for turning the forms is provided in the syllabus. Students are responsible for filing completed forms in file folder provided by course professor. Students may not observe during finals. Under extreme circumstances, a student may be granted permission to turn in observation forms after the deadline with the penalty imposed. After observation submission deadline, a penalty of 5 points will be subtracted for each day that forms are late, including weekends.

Evaluation:
Students are graded on the quality of work done on curriculum development, examinations, projects, and on their ability to articulate understandings orally and in writing. The instructor will evaluate the quality of work done on course assignments, papers, and presentations and class participation. Work must be completed when due in order to receive credit. All work must be typed in order to receive credit. No extra credit is given in this class. No extra credit is possible for this class.

<table>
<thead>
<tr>
<th>Assignment</th>
<th>% Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tasks, e.g., Journal Reports, Reconstructed Plan, Philosophy, Reflections, Commentaries, Rehearsal</td>
<td>20</td>
</tr>
<tr>
<td>Projects, e.g., GMEA Project, Conference Report, Presentations and Lab Ensemble (Conducting and rehearsal plans), Concert Report</td>
<td>30</td>
</tr>
<tr>
<td>Assessments</td>
<td>15</td>
</tr>
<tr>
<td>Field Experience</td>
<td>30</td>
</tr>
<tr>
<td>Final (Includes points for upload to Tk20)</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>

Grades will be assigned as follows

<table>
<thead>
<tr>
<th>91-100</th>
<th>81-90</th>
<th>71-80</th>
<th>61-70</th>
<th>60 or below</th>
<th>51-60</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>B</td>
<td>C</td>
<td>D</td>
<td>F</td>
<td>F</td>
</tr>
</tbody>
</table>
**Class Schedule**

The following is a tentative and flexible plan that will be amended as necessary. All changes will be announced in class or CourseDen as needed. *See current UWG Scoop for official semester schedule.*

Reading assignments will be given in class.

<table>
<thead>
<tr>
<th>Week</th>
<th>Month</th>
<th>Date</th>
<th>Topic &amp; Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>January</td>
<td>14</td>
<td>Introduction, syllabus, Field Experience site requirements, philosophy of music in the schools, performance class curricula, review of conducting skills</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>21</td>
<td>Choral conducting skills; Professional organizations and publications, vocal ranges, choral music voicing; Choral Tone and Diction; Student-led auditions, conducting; Choral Philosophy Due; Confirm PSC Accounts</td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>28</td>
<td>No class on the 28th (GMEA Conference) student attendance expected</td>
</tr>
</tbody>
</table>
| **Lab I** | **Monday 1** | | **Lab Ensemble (HUM 301~ 3:30-4:45)**  
Reflection/Critique due on the first class meeting following the lab. |
| 4    | February | 4    | Repertoire: criteria and resources, conducting: Score Analysis; Choral project scores due |
| 5    |       | 11   | Test 1 (Material covered in readings and lectures, points for completing some field observations/forms); Recruiting, auditions; Final presentation score choice due. |
| 6    |       | 18   | Ensemble formations, score study, programming; Overview of using database programs (Access or Filemaker); Preparation for next Lab Ensemble Experience |
| **Lab II** | **Monday 22** | | **Lab Ensemble (HUM 301~ 3:30-4:45)**  
Reflection/Critique due on the first class meeting following the lab. |
| 7    |       | 25   | Choral Lesson Plans; Writing Program Notes; **First Field Experience Deadline** (forms filed in folder)¹ |
| **Lab III** | **Monday 29** | | **Lab Ensemble (HUM 301~ 3:30-4:45)**  
Reflection/Critique due on the first class meeting following the lab. |
| March | 3     |      | Last day to withdraw with a grade of W |

¹ If student does not submit 12 hours by this deadline, no points will be possible for field experiences. Any hours accumulated after this date will not count towards credit if the first 12 hours are not submitted by the deadline.
<table>
<thead>
<tr>
<th>Week</th>
<th>Month</th>
<th>Date</th>
<th>Topic &amp; Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td></td>
<td>3</td>
<td>Test 2, rehearsal plans; Reconstructed lesson plan from choral field experience due; First draft of all program notes due.</td>
</tr>
<tr>
<td>9</td>
<td></td>
<td>10</td>
<td>Choral warm-ups</td>
</tr>
<tr>
<td>10</td>
<td></td>
<td>24</td>
<td>Tonal development, placement within sections, rehearsing</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Spring Break—no class</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Lab IV</strong></td>
<td><strong>Monday 28</strong></td>
<td><strong>Lab Ensemble (HUM 301~ 3:30-4:45)</strong>&lt;br&gt;<strong>Reflection/Critique due on the first class meeting following the lab.</strong></td>
</tr>
<tr>
<td>11</td>
<td></td>
<td>31</td>
<td>Schools of thought, rehearsing; Student teaching, ethics, relations with faculty colleagues, administrators, staff, parents, community; Rehearsal and performance facilities, choir tours and retreats; State and for-profit festivals, adjudication, Church Choirs, Show Choirs and Vocal Jazz Ensembles; all Tk20 files must be uploaded. Overview on how to access and participate in a Blackboard Collaborate Class.</td>
</tr>
<tr>
<td>12</td>
<td>April</td>
<td>7</td>
<td>Final Review;</td>
</tr>
<tr>
<td>13</td>
<td></td>
<td>14</td>
<td>Concert Program due</td>
</tr>
<tr>
<td>14</td>
<td></td>
<td>21</td>
<td>Final Deadline for field observations forms due Tuesday, 4/14. <strong>No observation forms will be accepted after this date.</strong> Field Experience Reflection statement due. Online. Choral Project due</td>
</tr>
<tr>
<td>Final</td>
<td></td>
<td>28</td>
<td><strong>Final Exam: 5-7:30 PM (Final will not be given early)</strong></td>
</tr>
</tbody>
</table>

**Disclaimer**

Instruction contained in this syllabus was, to the knowledge of the instructor, considered correct and complete when distributed for use; however, this syllabus should not be considered a contract between University of West Georgia and the student. The instructor reserves the right to make changes in course content or instructional techniques without notice or obligation.

---

2 Forms that are not thoroughly completed may lose up to 2 points per form.