

Potter Voice Studio - Fall 2017

Contacting the Professor:

Professor's Name: Thomas Potter
Office Location: Performing Arts Building – Room M113
Office Phone #: 407 823 4680
Prof.'s Email: tpotter@ucf.edu
Office Hours: By appointment – please email to schedule meetings

Applied Voice Lessons:

Number of semesters of applied voice lessons:

Depending on your degree path, you are eligible for between two and eight semesters of applied voice lessons. *In every case, we have little time to prepare you for the next step in your vocal future.* It is my goal to help you achieve the highest potential appropriate for your age/experience during this brief time period and to help you learn how to teach yourself, in essence.

Time and scheduling of lessons:

Each student must attend our voice studio class from 11:30-12:20 each Wednesday in M261, as well as one 50-minute lesson each week, to be scheduled with me. At the 45 minute mark in your lesson (*I will set an alarm on my phone*), we will review the lesson and assess it together.

Other:

It is expected that you will learn/memorize the words, pitches, and rhythms of your assigned music *outside* of your lesson time. ***Lessons are not to be used for note learning.*** Additionally, it is expected that you will rehearse with your pianist outside of your lesson time throughout the semester, and that when you perform (*whether in studio class or in Voice Area Recitals [VARs]*), you will have previously worked out tempo and ensemble issues with them.

Attendance Policy:

At your assigned lesson time, knock on the door, then enter – not waiting for a reply.

Be on time:

The discipline of being punctual is a critical component in your preparation to enter the professional world. In addition to the factor of professionalism, late arrival shortens your lesson and reduces your chance of progressing at an acceptable rate. If you know you must be late for a lesson or studio class, whether it's because of transportation challenges or "just running behind", please extend to me the courtesy of texting my cell phone [321-230-7487] ***prior to the scheduled start time.*** Repeated tardiness adversely affects your semester grade, of course. Furthermore, if you are more than 20 minutes late to a lesson, the lesson is cancelled (*unexcused*).

Allowed Absence:

You are allowed to miss **one** voice lesson and **one** studio class (*on which you are not scheduled to perform or present*) per semester [unexcused]. Other/Additional absences will adversely affect your semester grade.

Notice of Absence:

If you know in advance that you must miss a lesson, a studio class meeting, or any other expected attendance event (see course calendar in Webcourses) *for any reason*, send me a message (through the Webcourses Inbox feature) as far in advance as you can and with as much detailed explanation as you can that might justify the absence being considered "excused". Failure to write me through Webcourses Inbox about an attendance problem *within 24 hours after the event/lesson/class* forfeits your chance of that absence being excused [*no exceptions*].

Make-up Lessons:

Lessons I must miss due to circumstances or professional obligations will be made up. Unexcused absences and lessons missed due to university-recognized holidays and departmental events [*auditions, ensemble tours, etc.*] will not be made up. Lessons missed due to student illness will also not be made up. It is your responsibility to arrange when any make-up (*excused absence*) lesson will take place – email me about it with your availability and we will find a time...

Studio Class:

Our Wednesdays at 11:30 studio class time may be used in several ways:

Performance Days.

Several of our Studio Class periods will be designated as "performance days", on which you will sing a selection from this semester's repertoire from memory (no word cards or music stands, etc.). This is a great opportunity for you to test your nerves in front of a friendly audience. You are responsible for arranging to have your pianist at these dates – if they are not available, you may need to use another pianist for that performance.

Musical Terms.

Although we will not be spending a class period on this, you will be given a list of musical terms at the start of the semester with definitions which you are to memorize. We may have intermittent pop quizzes on these terms throughout the second half of the semester.

Vocal Science/Technique.

Some of our Studio Class periods will be designated as "vocal science/technique" days, on which we will discuss the physical workings of the vocal mechanism (breathing, phonation, and resonance). You will need to take notes in these classes, since you may be quizzed on this content. You may be asked to read a chapter or two from a designated book in preparation for these days.

Student Repertoire Presentations.

Some of our Studio Class periods may be designated as "student repertoire presentation" days, on which you will present a 4-6 minute lecture to the class about a selection from this semester's repertoire. Included in the presentation will be a brief bio of the composer, a literal translation of the piece, an analysis of the meaning of the text, insight as to how the composer's setting of the text influences your understanding of the text, and playing a recording of the piece for the class. You will turn in an outline of your presentation at the end of your presentation.

Great Singers.

Some of our Studio Class periods may be designated as "great singers" days, on which I will play recordings of singers whom I think you should be aware – both current singers and those from the past. You do not need to prepare anything for these days.

Business of Singing.

Some of our Studio Class periods may be designated as “business of singing” days, on which we will discuss the nuts and bolts of a singing and/or teaching career, and look at tools such as bio and résumé writing, networking, resources available to you, etc. You may be asked to read a chapter or two from a designated book in preparation for one of these days.

PVS Lesson Book:

The PVS Lesson Book is a three-ring binder in which you are to keep the following items at all times, *separated by labeled section dividers or tabs*:

- a copy of each assigned music selection for the semester
- a printed copy of the IPA Source file for each foreign language selection for the semester
- literal [word-for-word] translations of each text (*written on your music copies*)
- a copy of each and every written assignment for the semester (*including any online assignments*).
- An updated copy of your “Comprehensive Minimum Repertoire Requirement Sheet” (*see repertoire requirements section below*)
- recital application form / program / program notes (*when applicable*)

Students are required to bring their PVS Lesson Book to all voice lessons and studio classes.

Failure to do so may lower your grade for that lesson/class.

Assignments / Assessments:

In addition to performance and repertoire expectations, this course may involve completion of certain written assignments which relate to your better understanding of the study of vocal music, vocal pedagogy, and vocal performance. All assignments will be posted in Webcourses at least one week prior to their due date.

Evaluation and Grading:

Grade components and percentages:

- 35% Voice Lesson weekly evaluation
- 15% Wednesday Studio Class weekly evaluation
- 15% Performance and performance attendance
 - sing in 2 Voice Area Recitals and or Forums
 - attend the 4 Voice-studio-specific Forum performances [see course calendar for dates/times]
 - see Webcourses calendar for additional *required* attendance performances [faculty recitals, etc.]
- 15% Additional Assignments (written, etc.)
- 10% "In-House" Juries [Midterm *and* End of Semester]
- 10% End of Semester Voice Area Jury

Letter Grades:

"A" = 93-100 points	"A-" = 90-92 points	"B+" = 87-89 points	"B" = 83-86 points
"B-" = 80-82 points	"C+" = 77-79 points	"C" = 73-76 points	"C-" = 70-72 points
"D+" = 67-69 points	"D" = 63-66 points	"D-" = 60-62 points	"F" = 59 and lower

Students who fail either their Voice Area Jury or Upper Divisional Exam, or who receive a semester grade below a "C+" are not guaranteed a space in the studio for the following semester.

Sight Reading:

Sight reading is an important skill that all voice majors need to acquire and improve as part of their applied study. You may be required to sight read both rhythmic and melodic phrases at the start of each weekly lesson. Students with perfect pitch and expert rhythmic abilities may spend that portion of each lesson in discussion of a reading assignment (*to be determined according to your interests/needs*).

"In House" Juries:

At midterm and again as we near the end of each semester, certain times will be set aside for PVS In-House Juries. These 'in-house' juries will be conducted in a similar manner as the voice area juries. ***Please dress professionally for these events, as you would for a forum performance. These events will also be open to attendance by other students, parents, friends, etc.***

Please refer to Webcourses for specifics as to how juries will be scheduled.

Voice Area Juries:

At the end of each semester, each applied voice student will sing a voice area jury in front of the entire UCF voice faculty. Please *dress in a professional manner* for this important performance opportunity. Each student will need to fill out jury forms in preparation for this event. If you do not sing a jury, you will receive either an incomplete or an "F" for the course, depending on the circumstances.

Minimum Repertoire Requirements [per semester]:

<u>Course #</u>	<u>Degree(s)</u>	<u># of Selections</u>	<u>Language(s)</u>
MVV 1873 (a)	BA [secondary*]	1	any language
MVV 1873 (b)	BA [secondary*]	1	Italian
MVV 1873 (c&d)	BA [secondary*]	2	1 must be French or German
MVV 1411	BA [primary], BME, BM	4	2 Italian; 2 English
MVV 2421	BME, BM	5	3 German; 2 at teacher's discretion
MVV 3431	BME, BM	6	3 French, 3 at teacher's discretion
MVV 4441	BM	7	all at teacher's discretion
MVV 5451 & 6461	MA	7	all at teacher's discretion

* "secondary" lessons are not generally given in this studio – BA students will receive "primary" lessons.

Comprehensive Minimum Repertoire Requirements:

<u>Degree</u>	<u>Languages/Genre</u>
BM Voice Performance	8 Italian; 8 German; 8 French; 1 Recitative; 3 Arias (Opera or Oratorio)
BME Music Education	8 Italian; 8 German; 6 French; 1 Recitative; 1 Aria (Opera or Oratorio); 1 Musical Theatre

Costs Page: Time/Money/Focus:

In addition to considerable “extra” time commitments and dedication, there are additional monetary costs associated with serious music study. The following is a list of “additional” costs (*in terms of time, money, and focus*) of which you should be aware as you enter into this studio:

Time Commitments Required of All PVS Students:

- attendance of your weekly voice lessons
- attendance and participation in our weekly Studio Class [Wednesdays from 11:30-12:20]
- attendance of *all* Thursday Forums featuring UCF Voice Students [*you must sign in prior to the start and sign out at the end of each the event to receive credit*]
- attendance of Voice Area Recitals on which you do not sing [*this is not required but highly recommended*]
- attendance of *all* on-campus Events/Concerts featuring UCF Voice Faculty or Guest Lecturers in Voice - *See Course Calendar on Webcourses*
- silent practice [*learning texts, listening to/studying music*] - min. 30 min., six days a week
- vocal study [*warm-ups and musical selections*] - minimum 30-60 minutes, six days a week
- maintain “PVS Lesson Book” (*see above*) - brought to every lesson and every Studio Class
- *daily* check of email & Webcourses page for studio announcements, possible schedule changes, etc.

Accompanists

Pianists are **not** provided by the department – it is your responsibility to pay for an accompanist to play at your lessons [*see announcement concerning pianists within Webcourses for more detail as to when you are to bring a pianist to your lessons*] and also for when you sing in studio class and in Voice Area Recitals and Forums. ***Paying your pianist is a course requirement – failure to pay them will result in a lowered semester grade.***

Textbooks/Music

You may need to purchase up to three music books or anthologies each semester. These music books will supply most of the music to be studied in your lessons and take the place of textbook costs for other courses.

Additional Policies:

Academic Honesty:

Plagiarism and cheating of any kind on an examination, quiz, or assignment will result at least in an "F" for that assignment (and may, depending on the severity of the case, lead to an "F" for the entire course) and may be subject to appropriate referral to the Office of Student Conduct for further action. See the UCF Golden Rule for further information. I will assume for this course that you will adhere to the academic creed of this University and will maintain the highest standards of academic integrity. In other words, don't cheat by giving answers to others or taking them from anyone else. I will also adhere to the highest standards of academic integrity, so please do not ask me to change (or expect me to change) your grade illegitimately or to bend or break rules for one person that will not apply to everyone.

Viruses:

A virus can spell disaster. Your use of a reputable anti-virus program is a requirement for participation in this course (good ones include McAfee or Norton). Also, back up your files: “My hard drive crashed,” “My modem doesn’t work,” and “My printer is out of ink.” These are today’s equivalents of “My dog ate my homework.” And these events really do occur and they are inconvenient when they do. However, these are not valid excuses for failing to get your work in on time.

Disability Statement:

The University of Central Florida is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon request. Students with disabilities who need accommodations in this course must contact the professor at the beginning of the semester to discuss needed accommodations. No accommodations will be provided until the student has met with the professor to request accommodations. Students who need accommodations must be registered with Student Disability Services, Student Resource Center Room 132, phone (407) 823-2371, TTY/TDD only phone (407) 823-2116, before requesting accommodations from the professor.

Copyright:

This course may contain copyright protected materials such as audio or video clips, images, text materials, etc. These items are being used with regard to the Fair Use doctrine in order to enhance the learning environment. Please do not copy, duplicate, download or distribute these items. The use of these materials is strictly reserved for this online classroom environment and your use only. All copyright materials are credited to the copyright holder.

Third-Party Software and FERPA:

During this course you might have the opportunity to use public online services and/or software applications sometimes called third-party software such as a blog or wiki. While some of these could be required assignments, you need **not** make any personally identifying information on a public site. Do not post or provide any private information about yourself or your classmates. Where appropriate you may use a pseudonym or nickname. Some written assignments posted publicly may require personal reflection/comments, but the assignments will not require you to disclose any personally identity-sensitive information. If you have any concerns about this, please contact your instructor.