



## **MUE 2450: Woodwind Technique I**

School of Performing Arts | College of Arts & Humanities

University of Central Florida

**Fall 2020**

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### **REQUIRED TEXT:**

West, Charles: Woodwinds Methods. Meredith Music Publications, Delray Beach, Florida, 2015

### **REQUIRED MATERIALS:**

For the clarinet unit, students must have at least 2 playable clarinet reeds at all times. Rico brand reeds with a strength of 2.5 are recommended for beginners. Those with previous experience on reed instruments can discuss other recommendations for appropriate reeds with Prof. Cole.

Instruments are provided without charge. Keep them secure and maintain them in the best possible condition. Other materials may be provided for you to use during the course and return in good condition at the end. Report any problems with the instruments to the instructors at once.

The semester will be divided into 2 units, approximately equal in length. For the playing units, half of the semester will be devoted to the flute, and half to the clarinet.

### **OBJECTIVES**

This course is designed to help train the music education major to learn the basics of clarinet and flute pedagogy and playing. The performance and teaching of skills such as embouchure, posture, holding position, hand position, tuning, articulation, tone production, technical skills, reed selection and adjustment, alternate fingerings, and selection and care of instruments will be

included. In addition, students will demonstrate knowledge of basic performance technique of the flute, learn about the flute family, piccolo, alto flute and bass flute, and develop skills of observation (aural and visual) as a means of assessing yours and others performance skills and identifying and implanting prescriptive strategies

### **CLARINET UNIT REQUIREMENTS**

Students are expected to PRACTICE regularly outside of class to take advantage of the instruction and to attain proficiency. The clarinet unit (approximately half of the semester) will include two playing quizzes and two written tests. Test material will come from the textbook, class discussion and handouts. The playing tests will be graded on correct execution, as well as demonstration of proper playing fundamentals, including posture, embouchure, holding position, and acceptable beginning tone.

The lecture material and text readings will cover the playing and teaching of the clarinet. Two written tests will be based on material in the text readings and lectures. Study of each instrument will include acoustic fundamentals, family members, parts and assembly, posture, holding position, hand position, embouchure, intonation, tone, tonguing, vibrato, technique problems, equipment (including reeds and mouthpieces), instrument care, study material and reference material. Technical information about the instruments and teaching strategies will be included.

### **FLUTE SECTION REQUIREMENTS**

Students are expected to PRACTICE regularly outside of class to be able to gain stamina and strength. The flute unit (approximately half of the semester) will include two playing quizzes and two written tests. Test material will come from the textbook, class discussion and handouts. The playing tests will be graded on correct execution, as well as demonstration of proper playing fundamentals, including posture, embouchure, holding position, and acceptable beginning tone.

The lecture material and text readings will cover the playing and teaching of the flute. Two written tests will be based on material in the text readings and lectures. Study of each instrument will include acoustic fundamentals, family members, parts and assembly, posture, holding position, hand position, embouchure, intonation, tone, tonguing, vibrato, technique problems, instrument care, study material and reference material. Technical information about the instruments and teaching strategies will be included.

### **Zoom Sessions**

Because of the continued remote instruction requirement due to the COVID-19 pandemic, this course will use Zoom for synchronous (“real time”) class meetings. Meeting dates and times will be at the regularly scheduled class times, MW 8:30 - 9:20.

Class meetings might/will be recorded. Recordings will be available only to students registered for this class. This is intended to supplement the synchronous classroom experience and to

accommodate those who cannot attend the scheduled class meeting. Students are expected to follow appropriate university policies and maintain the security of passwords used to access class meetings and recorded lectures.

Please take the time to familiarize yourself with Zoom by visiting the [UCF Zoom Guides](#). While Zoom can be used on your mobile device (phone or tablet), because of the nature of trying to evaluate musical progress, it is highly recommended that you use a laptop or desktop computer for Zoom, preferably with a decent external microphone.

Things to Know About Zoom:

- You must sign in to our Zoom sessions using your UCF NID and password.
- The Zoom sessions may be recorded.
- Improper classroom behavior is not tolerated within Zoom sessions and may result in a referral to the Office of Student Conduct.
- You can contact [Webcourses@UCF Support](mailto:Webcourses@UCF Support) if you have any technical issues accessing Zoom.

## ATTENDANCE

Because of the experiential nature of this course, attendance is very important for your progress. Attendance is required, with an allowance of only one unexcused absence. If a student misses class for the reason of illness, approved university activity, death in the family, or other emergency, please notify the instructor (preferably BEFORE the missed class, but no later than 24 hours after the class). More than one unexcused absence will result in a grade penalty.

## Grading Plan

4 playing quizzes (2 for each instrument)	40%
4 written tests (2 for each instrument)	40%
Video submissions	10%
Discussion board posts	5%
Attendance	5%

Letter grades for this course will be assigned on a strict percentage basis, with 90-100% as an A, 80-89% as a B, 70-79% as a C, 60-69% as a D, and below 60% as an F. The flute and clarinet units will each count for 50% of the grade.

Except for the grading policy, information contained in this Course Syllabus is subject to change with advance notice as deemed appropriate by the instructors.

### **Attendance:**

**Attendance is expected. Your final grade will be lowered one whole letter for each unexcused absence after two.**

You may be required to complete a web search assignment as a make-up for an unexcused absence.

### **Additional Policies**

#### **Regarding COVID-19**

**University-Wide Face Covering Policy for Common Spaces and Face-to-Face Classes** To protect members of our community, everyone is required to wear a facial covering inside all common spaces including classrooms (<https://policies.ucf.edu/documents/PolicyEmergencyCOVIDReturnPolicy.pdf>). Students who choose not to wear facial coverings will be asked to leave the classroom by the instructor. If they refuse to leave the classroom or put on a facial covering, they may be considered disruptive (please see the [Golden Rule](#) for student behavior expectations). Faculty have the right to cancel class if the safety and well-being of class members are in jeopardy. Students will be responsible for the material that would have been covered in class as provided by the instructor.

#### **Notifications in Case of Changes to Course Modality**

Depending on the course of the pandemic during the semester, the university may make changes to the way classes are offered. If that happens, please look for announcements or messages in [Webcourses@UCF](mailto:Webcourses@UCF) or Knights email about changes specific to this course.

#### **COVID-19 and Illness Notification**

Students who believe they may have a COVID-19 diagnosis should contact UCF Student Health Services (407-823-2509) so proper contact tracing procedures can take place.

Students should not come to campus if they are ill, are experiencing any symptoms of COVID-19, have tested positive for COVID, or if anyone living in their residence has tested positive or is sick with COVID-19 symptoms. CDC guidance for COVID-19 symptoms is located here: (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>)

Students should contact their instructor(s) as soon as possible if they miss class for any illness reason to discuss reasonable adjustments that might need to be made. When possible, students should contact their instructor(s) before missing class.

### **In Case of Faculty Illness**

If the instructor falls ill during the semester, there may be changes to this course, including having a backup instructor take over the course. Please look for announcements or mail in [Webcourses@UCF](mailto:Webcourses@UCF) or Knights email for any alterations to this course.

### **Course Accessibility and Disability COVID-19 Supplemental Statement**

Accommodations may need to be added or adjusted should this course shift from an on-campus to a remote format. Students with disabilities should speak with their instructor and should contact [sas@ucf.edu](mailto:sas@ucf.edu) to discuss specific accommodations for this or other courses.

### **Academic Integrity**

The Center for Academic Integrity (CAI) defines academic integrity as a commitment, even in the face of adversity, to five fundamental values: honesty, trust, fairness, respect, and responsibility. From these values flow principles of behavior that enable academic communities to translate ideals into action.

<http://www.academicintegrity.org/icai/assets/FVProject.pdf>

### **UCF Creed:**

Integrity, scholarship, community, creativity, and excellence are the core values that guide our conduct, performance, and decisions.

1. Integrity: I will practice and defend academic and personal honesty.
2. Scholarship: I will cherish and honor learning as a fundamental purpose of my membership in the UCF community.
3. Community: I will promote an open and supportive campus environment by respecting the rights and contributions of every individual.
4. Creativity: I will use my talents to enrich the human experience.
5. Excellence: I will strive toward the highest standards of performance in any endeavor I undertake.

### **Plagiarism**

In an instructional setting, plagiarism occurs when a writer deliberately uses someone else's language, ideas, or other original (not common-knowledge) material without acknowledging its source. This definition applies to texts published in print or on-line, to manuscripts, and to the work of other student writers.

### **Misuse of Sources:**

A student who attempts (even if clumsily) to identify and credit his or her source, but who misuses a specific citation format or incorrectly uses quotation marks or other forms of identifying material taken from other sources, has not plagiarized. Instead, such a student should be considered to have failed to cite and document sources appropriately.

### **Responses to Academic Dishonesty, Plagiarism, or Cheating:**

UCF faculty members have a responsibility for your education and the value of a UCF degree, and so seek to prevent unethical behavior and when necessary respond to infringements of academic integrity. Penalties can include a failing grade in an assignment or in the course, suspension or expulsion from the university, and/or a "Z Designation" on a student's official transcript indicating academic dishonesty, where the final grade for this course will be preceded by the letter Z. For more information about the Z Designation, see <http://goldenrule.sdes.ucf.edu/zgrade>.

For more information about UCF's Rules of Conduct, see <http://www.osc.sdes.ucf.edu/>.

### **Unauthorized Use of Class Materials:**

There are many fraudulent websites claiming to offer study aids to students but are actually cheat sites. They encourage students to upload course materials, such as test questions, individual assignments, and examples of graded material. Such materials are the intellectual property of instructors, the university, or publishers and may not be distributed without prior authorization. Students who engage in such activity are in violation of academic conduct standards and may face penalties.

### **Unauthorized Use of Class Notes:**

Third parties may be selling class notes from this class without my authorization. Please be aware that such class materials may contain errors, which could affect your performance or grade. Use these materials at your own risk.

### **In-Class Recording Policy**

Outside of the note taking and recording services offered by Student Accessibility Services, the creation of an audio or video recording of all or part of a class for personal use is allowed *only* with the advance and explicit written consent of the instructor. Such recordings are only acceptable in the context of personal, private studying and note taking and are not authorized to be shared with *anyone* without the separate written approval of the instructor.

### **Course Accessibility Statement:**

The University of Central Florida is committed to providing access and inclusion for all persons with disabilities. This syllabus is available in alternate formats upon request. Students with disabilities who need specific access in this course, such as accommodations, should contact the professor as soon as possible to discuss various access options. Students should also connect with [Student Accessibility Services](#) (Ferrell Commons, 7F, Room 185, sas@ucf.edu, phone (407) 823-2371). Through Student Accessibility Services, a Course Accessibility Letter may be created and sent to professors, which informs faculty of potential access and accommodations that might be reasonable.

### **Campus Safety Statement:**

Emergencies on campus are rare, but if one should arise in our class, we will all need to work together. Everyone should be aware of the surroundings and familiar with some basic safety and security concepts.

- In case of an emergency, dial 911 for assistance.
- Every UCF classroom contains an emergency procedure guide posted on a wall near the door. Please make a note of the guide's physical location and consider reviewing the online version at [http://emergency.ucf.edu/emergency\\_guide.html](http://emergency.ucf.edu/emergency_guide.html).
- Familiarize yourself with evacuation routes from each of your classrooms and have a plan for finding safety in case of an emergency. (Insert class-specific details if appropriate)
- If there is a medical emergency during class, we may need to access a first aid kit or AED (Automated External Defibrillator). To learn where those items are located in this building, see <http://www.ehs.ucf.edu/AEDlocations-UCF> (click on link from menu on left). (insert class specific information if appropriate)
- To stay informed about emergency situations, sign up to receive UCF text alerts by going to [ucf.edu](http://ucf.edu) and logging in. Click on "Student Self Service" located on the left side of the screen in the tool bar, scroll down to the blue "Personal Information" heading on your Student Center screen, click on "UCF Alert", fill out the information, including your e-mail address, cell phone number, and cell phone provider, click "Apply" to save the changes, and then click "OK."
- If you have a special need related to emergency situations, please speak with me during office hours.
- Consider viewing this video ([You CAN Survive an Active Shooter](#)) about how to manage an active shooter situation on campus or elsewhere.

### **Deployed Active Duty Military Students:**

If you are a deployed active duty military student and feel that you may need a special accommodation due to that unique status, please contact your instructor to discuss your circumstances.