

# Potter Voice Studio - Fall 2019

## Contacting the Professor:

Professor's Name: Thomas Potter  
Office Location: Performing Arts Building – Room M113  
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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.

### *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. Three or more unexcused lessons/studio classes in the semester, your semester grade will be lowered one full letter grade [*for example, an A- will become a B-*].

**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 [*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 Studio Class periods offers 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 class/performance.

A document has been posted within Webcourses which outlines “Who Sings When” for the semester in terms of Studio Classes, Voice Area Recitals [“VARs”], and Forums.

Each time you are assigned to sing on a VAR or Forum, you will also be assigned to sing in the Studio Class which occurs **6-15 days** prior to that VAR or Forum. When this is the case, your Studio Class performance serves as a **VAR/Forum Hearing**, and you are to sing the selection chosen for that upcoming performance in that studio class - completely from memory [*no music; no word sheet, etc.*] and "performance ready". If you are unprepared to do so, or you do not pass the hearing, you will be taken off the VAR or Forum program and may receive a "0" for both the studio class performance and the VAR or Forum performance. [**Note: the quality of ensemble with your pianist is an important determinate in passing the hearing - that means *you must work through your selection with him/her well ahead of this hearing.***]

In the case of singing in Studio Class which is not in preparation for a VAR or Forum performance, you are to sing any piece you are studying this semester for the class, and you may use music or word sheets as needed. [**Note: for the first two Studio Classes of the semester, you may even sing something you have learned prior to this semester.**]

Although we will not be spending studio class time 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.

## 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 written assignment for the semester (*including any online assignments*).
- an updated copy of your “Comprehensive Minimum Repertoire Requirement Sheet” (*see repertoire requirements section below*)
- a copy of the current course syllabus
- 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:*

- 30% Voice Lesson monthly evaluation
- 10% Wednesday Studio Class attendance/attentiveness
- 20% Performances and performance attendance
  - sing in 5 Studio Classes
  - sing in 2 Voice Area Recitals and or Forums [*some students will sing in 3*]
  - 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.)
- 15% "In-House" Juried Performances [Midterm (**10-04-19**) and End of Semester (**11-15-19**)]
- 10% End of Semester Voice Area Juried Performance

*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 Juried Performance 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.*

**"In House" Juried Performances:**

At midterm and again as we near the end of each semester, certain times will be set aside for PVS In-House Juried Performances. These 'in-house' juried performances will be conducted in a similar manner as the voice area juried performances. ***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 juried performances will be scheduled.

**Voice Area Juried Performances [“Juries”]:**

At the end of each semester, each applied voice student will sing a voice area juried performance 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 online forms in preparation for this event. If you do not sing a juried performance, you will receive either an incomplete or an “F” for the course, depending on the circumstances.

**Minimum Repertoire Requirements [per semester]:**

<b>Course #</b>	<b>Degree(s)</b>	<b># of Selections</b>	<b>Language(s)</b>
MVV 1873 (a)	BA [secondary*]	2	any language
MVV 1873 (b)	BA [secondary*]	2	1 must be 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 [MVV 1411].

**Comprehensive Minimum Repertoire Requirements:**

<b>Degree</b>	<b>Languages/Genre</b>
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: Time/Money/Focus:**

Above and beyond the 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 *and* studio classes
- 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 *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 announcements, possible schedule changes, etc.

**Accompanists**

Pianists are **not** provided by the department – it is your responsibility to pay for an accompanist to play for you at Area Recitals/Forums (*as assigned*), at any Recital Hearing and Recital (*as needed*), in some of our Studio Classes (*as assigned*), in your "In-House Juried Performances" (*both Midterm and End of Semester*), and your "Voice Area" juried performance, and in some of your voice lessons (*as assigned - usually this will be lessons which occur before your sing in Studio Classes and also your final four lessons of the semester*). ***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 computer 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 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.

## “ Who Sings When? ”

### AREA RECITALS / FORUM :

	9/17 [RH]	9/26 [RH]	10/15 [M150]	10/29 [RH]	11/12 [M150]	12/03 [M150]
Alyssa [BM 3a]		1		2		3
Nick [BM 2a]	1				2	
Sanju [BM 1a]				1		2
Stephanie E. [BME 3b]	1		2			3
Matthew [BM 4b]		1		2	3	
David [BM 2b]		1		2	3	
Alexandra [MA 01]	1		2		3	
Keely [MA 03]		1		2		3
Corinne [BM 1a]	1		2		3	
Zachary [BME 1a]		1	2			
Stephanie S. [BM 1a]		1				2
Hannah [BM 1a]	1		2			
Yuting [BME 3b]		1		2		3

### VOICE STUDIO CLASSES :

	Aug 28	Sept 04	Sept 11	Sept 18	Sept 25	Oct 02	Oct 09
Alyssa [BM 3a]			*	“A” (9/26)		“B”	*
Nick [BM 2a]		“A” (9/17)	*		“B”		“C” *
Sanju [BM 1a]			“A” *		“B”		*
Stephanie E. [BME 3b]		“A” (9/17)	*		“B”		“C” (10/15) *
Matthew [BM 4b]			*	“A” (9/26)		“B”	*
David [BM 2b]			*	“A” (9/26)		“B”	*
Alexandra [MA 01]		“A” (9/17)	“B” *				“C” (10/15) *
Keely [MA 03]				“A” (9/26) *		“B”	
Corinne [BM 1a]		“A” (9/17)		*	“B”		“C” (10/15)
Zachary [BME 1a]			“A”	“B” (9/26) *			“C” (10/15)
Stephanie S. [BM 1a]			“A”	“B” (9/26) *		“C”	
Hannah [BM 1a]		“A” (9/17)		*	“B”		“C” (10/15)
Yuting [BME 3b]				“A” (9/26) *		“B”	

	Oct 16	Oct 23	Oct 30	Nov 6	Nov 13	Nov 20	Dec 04
Alyssa [BM 3a]		“C” (10/29)		“D”	*	“E” (12/03)	
Nick [BM 2a]				“D” (11/12)	*		“E”
Sanju [BM 1a]		“C” (10/29)			“D” *	“E” (12/03)	
Stephanie E. [BME 3b]			“D”		*	“E” (12/03)	
Matthew [BM 4b]		“C” (10/29)		“D” (11/12)	*		“E”
David [BM 2b]		“C” (10/29)		“D” (11/12)	*		“E”
Alexandra [MA 01]				“D” (11/12)	*		“E”
Keely [MA 03]	*	“C” (10/29)			“D”	“E” (12/03) *	
Corinne [BM 1a]	*			“D” (11/12)		*	“E”
Zachary [BME 1a]	*		“D”		“E”	*	
Stephanie S. [BM 1a]	*		“D”			“E” (12/03) *	
Hannah [BM 1a]	*		“D”		“E”	*	
Yuting [BME 3b]	*	“C” (10/29)	“D”			“E” (12/03) *	

*\* indicates a review of this student’s PVS Lesson Book. Leave your lesson book with Thomas at the end of this studio class. It will be evaluated and returned to you as soon as possible.*