Instructors: Keith Dye, Shauna Pickens  
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Phone: 806-438-4316  
Email: keith.dye@ttu.edu  shauna.satrom@ttu.edu  
Office hours by appointment  

REQUIRED MATERIALS:  
· A 1”, 3 ring binder with 10 tabbed index dividers  
· Set of Post-It Brand Durable Adhesive Filing Tabs (minimum 12)  

Course Purpose:  
To provide the student with fundamental knowledge and experience related to brass pedagogy. This course is approached from the standpoint that the student will be working in a public or private school as a music education professional.  

Course Content:  
Investigation of the following capacities of brass instruments:  
1. Assembly  
2. Embouchure and tone development  
3. Playing position  
4. Fingerings and technique  
5. Range, dynamics and pitch tendencies  
6. Family members  
7. Articulation  
8. Classroom management strategies  
9. Basic acoustical understanding  
10. Instrument specific pedagogy
Expected Learning Outcomes:

Upon completion of this course, students will:

1. Understand, and teach:
   - The assembly of the instruments
   - Proper use of air
   - Tone production
   - Basic care of the instrument
   - Correct body posture, hand position and embouchure formation
   - Fingerings and basic pitch tendencies of the instrument
2. Understand the range of the instruments, and practical ranges for various stages of development
3. Be familiar with basic models and brands of the instruments and their instrumental families.
4. Have a basic understanding of pedagogical techniques for beginning instrumental instruction involving 10-12 year-old children.
5. Have an understanding of available resources, in print and online, for reference in future application.

Methods for Assessing the Expected Learning Outcomes:

The expected learning outcomes for this course will be assessed through work you complete. Once the due date for an assignment is passed, that assignment CANNOT be completed.

_Adherence to standards of personal responsibility and accountability are viewed as crucial skills in student preparation for successful engagement in a professional environment._

Be Aware of Due Dates/Times for Every Assignment – LATE WORK WILL NOT BE ACCEPTED!

ASSIGNMENTS:

_Exams_

150 points – Mid-Term Exam – A multiple choice and essay exam including material from the class and texts.

600 points – 60 Individual Playing/Practice Tasks – Students will complete designated individual playing assignments using the MusicFirst Online Classroom. _DEADLINES ARE POSTED ON THE COURSE OUTLINE & the MusicFirst Online Classroom portal – late work will NOT be ACCEPTED._

150 points – Final Exam - A cumulative multiple choice and essay exam. _If point total is over 1500 prior to final the exam is optional._

_Daily Assessment, Participation & Contribution_

500 points - 25 Daily Quizzes, Attendance & Participation – Points will be awarded for regular, punctual attendance as well as appropriate participation; both in performance and verbal discussion. _10 points daily quiz + 10 points daily participation and contribution!_
360 points – 9 Video Assignments, Attendance & Participation – Points awarded for Response post in MusicFirst Online Classroom, regular punctual attendance as well as appropriate participation; both in performance and verbal discussion. **20 points post + 20 points daily participation and contribution for each!**

**Notebook**

200 points – Resource Notebook - Notebook will consist of typed notes and resources assembled per the prescribed Table of Contents, organized and bound appropriately to the specifications detailed in class. *This document will also contain the REQUIRED appropriately annotated and tabbed Williams/King Manual.*

**Observations**

200 points – Observations (50 points each) - Student will observe a video of beginning instruction. Documentation must be completed via a response entered in the MusicFirst Online Classroom.

**Extra Credit Playing Tests**

*There will be additional playing/practice/sight-reading opportunities posted periodically for additional credit.*

**2160+ possible grade points**

**Grading:**

Final earned grade will be determined by the grade points earned according to the criteria and guidelines above and the following scale:

- 1940 + **A** (90%)
- 1725 – 1939 **B** (80%)
- 1500 – 1724 **C** (70%)
- 1300 – 1499 **D** (60%)
- below 1299 **F**

**Attendance:**

No make-up exams will be given. For the student to gain appropriate knowledge and experience regarding the course material resulting in obtaining an adequate number of grade points it is essential to be in attendance daily. Furthermore, a hallmark of successful professional educators is their dedication to fulfilling their professional responsibilities on a daily basis. It is the responsibility of student to withdraw from the course for excessive absences.

*The instructor reserves the right to modify any part of the course as necessary to meet the learning needs of the class.*
Any student who, because of a disability, may require special arrangements in order to meet the course requirements should contact the instructor as soon as possible to make any necessary arrangements. Students should present appropriate verification from Student Disability Services during the instructor’s office hours. Please note instructors are not allowed to provide classroom accommodations to a student until appropriate verification from Student Disability Services has been provided. For additional information, you may contact the Student Disability Services office in 335 West Hall or 806-742-2405.

**Academic Integrity**
http://www.depts.ttu.edu/opmanual/OP34.12.pdf

It is the aim of the faculty of Texas Tech University to foster a spirit of complete honesty and high standard of integrity. The attempt of students to present as their own any work not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offenders liable to serious consequences, possibly suspension.

“Scholastic dishonesty” includes, but it not limited to, cheating, plagiarism, collusion, falsifying academic records, misrepresenting facts, and any act designed to give unfair academic advantage to the student (such as, but not limited to, submission of essentially the same written assignment for two courses without the prior permission of the instructor) or the attempt to commit such an act.

a. “Cheating” includes, but is not limited to:
(1) Copying from another student’s test paper;
(2) Using during a test materials not authorized by the person giving the test;
(3) Failing to comply with instructions given by the person administering the test;
(4) Possession during a test of materials that are not authorized by the person giving the test, such as class notes or specifically designed “crib notes.” The presence of textbooks constitutes a violation only if they have been specifically prohibited by the person administering the test.
(5) Using, buying, stealing, transporting, or soliciting in whole or in part the contents of an unadministered test, test key, homework solution, or computer program;
(6) Collaborating with or seeking aid or receiving assistance from another student or individual during a test or in conjunction with other assignment without authority;
(7) Discussing the contents of an examination with another student who will take the examination;
(8) Divulging the contents of an examination for the purpose of preserving questions for use by another when the instructor has designated that the examination is not to be removed from the examination room or not to be returned to or kept by the student;
(9) Substituting for another student or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;
(10) Paying or offering money or other valuable thing to or coercing another person to obtain an unadministered test, test key, homework solution, or computer program, or information about an unadministered test, test key, homework solution, or computer program;
(11) Falsifying research data, laboratory reports, and/or other academic work offered for credit; and
(12) Taking, keeping, misplacing, or damaging the property of the university or of another if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct.

b. “Plagiarism” includes, but is not limited to, the appropriation of, buying, receiving as a gift, or obtaining by any means material that is attributable in whole or in part to another source, including words, ideas, illustrations, structure, computer code, other expression and media, and presenting that material as one’s own academic work being offered for credit.

c. “Collusion” includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

d. “Falsifying academic records” includes, but is not limited to, altering or assisting in the altering of any official record of the university and/or submitting false information or omitting requested information that is required for or related to any academic record of the university. Academic records include, but are not limited to, applications for admission, the awarding of a degree, grade reports, test papers, registration materials, grade change forms, and reporting forms used by the Office of the Registrar. A former student who engages in such conduct is subject to a bar against readmission, revocation of a degree, and withdrawal of a diploma.

e. “Misrepresenting facts” to the university or an agent of the university includes, but is not limited to, providing false grades or resumes; providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment for the purpose of obtaining an academic or financial benefit for oneself or another individual; or providing false or misleading information in an effort to injure another student academically or financially.

**Last Day to drop a course:** The 45th class day is the last day to drop a course.

**Student Absence for Observance of Religious Holy Day**
http://www.depts.ttu.edu/opmanual/OP34.19.pdf

"Religious holy day" means a holy day observed by a religion whose places of worship are exempt from property taxation under Texas Tax Code §11.20.

A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence.

Absence due to officially approved trips – The Texas Tech University Catalog states that the person responsible for a student missing class due to a trip should notify the instructors of the departure and return schedule in advance of the trip. The student may not be penalized and is responsible for the material missed.

**Civility in the Classroom**

Students are expected to assist in maintaining a classroom environment that is conducive to learning. In order to assure that all students have the opportunity to gain from time spent in class, unless otherwise approved by the instructor, students are prohibited from engaging in any other form of distraction. Inappropriate behavior in the classroom shall result, minimally, in a request to leave class.

**Student Handbook and Code of Conduct**
MUAP 3103 - Brass Fundamentals – Course Outline - Fall 2017

**NOTE: ASSIGNMENT DEADLINES – All Due by 10:00 a.m., Day of Class**

<table>
<thead>
<tr>
<th>Day/Date</th>
<th>Activity</th>
<th>Quiz</th>
<th>Assignment Completed by 10 a.m.</th>
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</thead>
<tbody>
<tr>
<td><strong>August</strong></td>
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<tr>
<td><strong>Before Class:</strong></td>
<td>Log Into MF Account, Obtain All Materials</td>
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<tr>
<td>M 28</td>
<td>Class, syllabus &amp; website overview</td>
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<tr>
<td>W 30</td>
<td><strong>Distribute Instruments:</strong> 1st Sounds #1</td>
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<tr>
<td><strong>September</strong></td>
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<tr>
<td>W 6</td>
<td>Trombone</td>
<td>#2</td>
<td>Video Assignment</td>
</tr>
<tr>
<td>M 11</td>
<td>Trumpet</td>
<td>#3</td>
<td>Video Assignment</td>
</tr>
<tr>
<td>W 13</td>
<td>Playing Lab</td>
<td>#4</td>
<td>Observation Post #1</td>
</tr>
<tr>
<td>M 18</td>
<td>Playing Lab</td>
<td>#5</td>
<td>Playing Test Set A</td>
</tr>
<tr>
<td>W 20</td>
<td>Environmental Concerns</td>
<td>#6</td>
<td>Video Assignment</td>
</tr>
<tr>
<td>M 25</td>
<td>Playing Lab</td>
<td>#7</td>
<td>Playing Test Set B</td>
</tr>
<tr>
<td>W 27</td>
<td>Playing Lab</td>
<td>#8</td>
<td>Playing Test Set C</td>
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<td><strong>October</strong></td>
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<tr>
<td>M 2</td>
<td>Playing Lab</td>
<td>#9</td>
<td>Playing Test Set D, opt. Extra Credit</td>
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<tr>
<td>W 4</td>
<td>Playing Lab</td>
<td>#10</td>
<td>Playing Test Set E</td>
</tr>
<tr>
<td>M 9</td>
<td>Physical Concerns</td>
<td>#11</td>
<td>Video Assignment</td>
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<tr>
<td>W 11</td>
<td>Playing Lab</td>
<td>#12</td>
<td>Playing Test Set F</td>
</tr>
<tr>
<td>M 16</td>
<td>Literacy Concerns</td>
<td>#13</td>
<td>Video Assignment</td>
</tr>
<tr>
<td>W 18</td>
<td>Playing Lab</td>
<td>#14</td>
<td>Playing Test Set G, opt. Extra Credit</td>
</tr>
<tr>
<td>M 23</td>
<td><strong>Switch Instruments</strong></td>
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<tr>
<td>W 25</td>
<td><strong>Mid Term Exam</strong></td>
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<tr>
<td>M 30</td>
<td>Horn</td>
<td>#15</td>
<td>Video Assignment</td>
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<tr>
<td>W 22</td>
<td>Catch Up Day</td>
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<tr>
<td>M 27</td>
<td>Playing Lab</td>
<td>#23</td>
<td>Playing Test Set E.1</td>
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<tr>
<td>W 29</td>
<td>Playing Lab</td>
<td>#24</td>
<td>Playing Test Set F.1, opt. Extra Credit</td>
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<tr>
<td><strong>November</strong></td>
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<tr>
<td>W 1</td>
<td>Playing Lab</td>
<td>#17</td>
<td>Playing Test Set A.1</td>
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<tr>
<td>M 6</td>
<td>Fundamental Conc./Pitch Tendencies</td>
<td>#18</td>
<td>Video Assignment</td>
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<tr>
<td>W 8</td>
<td>Playing Lab</td>
<td>#19</td>
<td>Playing Test Set B.1</td>
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<tr>
<td>M 13</td>
<td>Playing Lab</td>
<td>#20</td>
<td>Playing Test Set C.1, opt. Extra Credit</td>
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<tr>
<td>W 15</td>
<td>Playing Lab</td>
<td>#21</td>
<td>Playing Test Set D.1</td>
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<tr>
<td>M 20</td>
<td>Mouthpieces &amp; Mutes</td>
<td>#22</td>
<td>Video Assignment, Observation #4</td>
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<tr>
<td>W 22</td>
<td>Catch Up Day</td>
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<tr>
<td>M 27</td>
<td>Playing Lab</td>
<td>#23</td>
<td>Playing Test Set E.1</td>
</tr>
<tr>
<td>W 29</td>
<td>Playing Lab</td>
<td>#24</td>
<td>Playing Test Set F.1, opt. Extra Credit</td>
</tr>
<tr>
<td><strong>December</strong></td>
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<tr>
<td>M 4</td>
<td>Final Review</td>
<td>#25</td>
<td>Playing Test Set G.1, opt. Extra Credit</td>
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<tr>
<td>W 6</td>
<td><strong>Turn in Final Notebooks &amp; Keys During Class</strong></td>
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**Monday, December 11 @ 1:30 p.m. - Assigned Final Exam Time**

*The instructors reserve the right to modify any part of the course as necessary to meet the learning needs of the class.*