Senior Recital Capstone Weekly Meeting Syllabus

**MUAG 4710/4711/4712; MUCP 4195**

**Thursdays, 8:30-9:20, MUSI 322**

**Instructor:** Dr. Fabiana Claure, Director of Career Development and Entrepreneurship in Music  
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Office Hours: Mondays at 3pm, Tuesdays and Thursdays at 9:30am  
(by appointment please)

Senior Recital Capstone Course Overview
The Thursday morning senior recital meetings are one requirement of the Senior Recital Capstone (MUAG 4710/4711/4712; MUCP 4195) course. This course marks the culmination of students’ academic, musical, and artistic growth over the course of their undergraduate career. The lectures, class assignments, guest presentations, and readings are designed to help students build career-development skills that will support their senior recitals as well as their future musical careers. In addition to assignments that support communication, critical thinking, and social responsibility skills, students will create promotional tools such as an artist portfolio, a demo video, a website, and a recital marketing plan. Students are required to attend weekly class meetings, individual lessons with the applied/composition professor, and complete the associated lesson and recital performance requirements (see “grading” below for details). Note that the course numbers listed on this syllabus count toward the “UNT Core” as “Capstone.”

**IMPORTANT:** The above-listed course numbers include lessons, recital, and academic requirements for a single 3-credit course. Do not register for MUAM, MUAC, or MUCP lessons or MUAG 4700 in the same semester as the above-listed course numbers.

Pre-requisites
Successful completion of all College of Music Proficiency exams as required by your major, including the Theory Proficiency Exam (TPE), Upper Division Exam (UDE), Piano Proficiency Exam, and at least two semesters of upper-level MUAM or MUAC lessons, as required by your major. Completion of the “application for capstone” with consent from your applied/major professor.

Required text
**BEYOND TALENT: Creating a Successful Career in Music, 2nd Edition,** by Angela Myles Beeching, Published by Oxford University Press. Available at the UNT Bookstore or for purchase online.

Course Requirements
All components of the Senior Recital Capstone, including lessons, recital performance, and assignments must be completed during the registered semester in order to receive a passing grade for the course. The course requirements are:

1) **Semester Portfolio/Website Assignment:** Throughout the semester, students will periodically submit assignments to compile a semester portfolio. This will include a bio, pictures, and any other relevant materials that could showcase the student’s professional skills. The portfolio will be integrated into a website designed by the student. The assignments will be discussed in class and students will be required to incorporate the periodic feedback they receive into the final submission of their website.

2) **Video Assignment:** Students will produce a professional-quality video with a sample of their work to be integrated into their semester portfolio and website. The duration must be between 10-15 minutes but can be longer if needed. **Note:** For promotional videos which feature several different clips, the duration can be 2-3 minutes long. UNT’s Recording Services Office will be able
to provide professional-quality video recording services and assistance uploading it directly to youtube for a $75/hour fee. Additionally, the College of Music Student Computer Lab has video editing software available for students who wish to bring in their self-made recordings.

3) Lecture Assignment: The student will present a 5-8-minute lecture in which he/she will discuss the musical, theoretical, textual and/or technical issues that required specific attention and how the knowledge in those areas influence the final performance. The student is to offer his/her own personal insights into the process. The lecture will be given at the student’s major professor’s Studio Class or suitable location upon consultation with the major professor. Lectures will not take place in the capstone weekly meetings.

4) Program Notes: The student will prepare program notes for the recital, including their own personal insights into the performance process. 
Performers: The program notes will include historical, theoretical and performance practice aspects of the works to be performed. The student will address the issue of historical performance practice (where appropriate) for music from different periods. They are to offer their own personal insights into the process including original solutions for technical/musical problems encountered.
Composers: Composers will be expected to articulate their artistic philosophy and any relevant technical, practical, and/or aesthetic issues relevant to the works programmed.

5) Recital Promotion Plan Assignment: Students will prepare a plan to promote their recitals and build audience engagement.

6) Ethics Assignment: The students will explore and formulate solutions to ethical issues, which may include copyright law, labor law, contracts, music unions, and ethical implications pertaining to professional behavior in the music profession. The students will attend a required session in which a number of ethical issues will be discussed. They will be asked to formulate their own solutions, share their solutions with those in attendance, and decide on best solutions through group consensus. Students will submit a typed list of solutions and ideas as discussed in the meeting. They will also be asked to provide personal reflections based on their experiences as performers. Submissions will be graded using a four-point rubric to document the detail and depth with which students completed the assignment.

7) Recital Performance: The senior recital performance is to be given at the College of Music or an approved location. Public performance of music is an important component of a vital community. The arts exist for the common good of the people of any culture and the senior recital is a perfect example of an artistic experience to be shared by the community at large.

Grading
Grading will be completed in consultation with your major/applied professor. Your grade will be a combination the following elements within the class.

- 70%: Recital performance, lesson preparation, studio class/departmental attendance
- 10%: Lecture/Video/Website/Portfolio
- 10%: Program Notes/Recital Promotion Plan
- 10%: Ethics Project/Class attendance and participation

The lecture, program notes, ethics, and recital assignments will be graded with the aid of a four point rubric.
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Grades of Incomplete (I) are only given during the last few weeks of the semester to students in the most select of circumstances (such as sudden illness or family emergency) to students who are passing in the course at that time. Please see me if you have questions.

If you have an established disability as defined by the Americans with Disability Act, and would like to request accommodation, please see me before the second week of class begins.

Absences
Attendance is mandatory and imperative for your grade in this class, and you are expected to be on time; class will begin promptly. A maximum of one unexcused absence is allowed for the semester, but please note that even if you are absent, it is your responsibility to make up the work that you missed during that particular class period. If you expect to miss a certain day of class, or if you find that you are ill, please contact me before class. This way, you will be able to make up the work before attending the following class period, which prevents you from becoming too far behind in the course. If you are absent, assignments are still due on the date announced in class.

Late submissions:
Unless otherwise indicated, all assignments are due in class on the date listed on the syllabus. Any assignment or presentation made after the due date is late. A late assignment is penalized one full letter grade for each calendar day that it is late; assignments later than two calendar days are not accepted at all and earn an F.

Grades of Incomplete (I) are only given during the last few weeks of the semester to students in the most select of circumstances (such as sudden illness or family emergency) to students who are passing in the course at that time. Please see me if you have questions.

UNT grading scale

A = 90%–100%
B = 80%–89%
C = 70%–79%
D = 60%–69%
F = 0%–59%

Learning Center Support Services
For additional academic learning support, be sure to contact the Learning Center. You may find more information at: https://learningcenter.unt.edu

Writing Lab
Students can access free writing tutoring through the Writing Lab. For more information visit: http://writinglab.unt.edu

Academic Integrity
Students caught cheating or plagiarizing will receive a "0" for that particular assignment or exam [or specify alternative sanction, such as course failure]. Additionally, the incident will be reported to the Dean of Students, who may impose further penalty. According to the UNT catalog, the term “cheating” includes, but is not limited to: a. use of any unauthorized assistance in taking quizzes, tests, or examinations; b. dependence upon the aid of sources beyond those authorized by the instructor in
writing papers, preparing reports, solving problems, or carrying out other assignments; c. the acquisition, without permission, of tests or other academic material belonging to a faculty or staff member of the university; d. dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor(s); or e. any other act designed to give a student an unfair advantage. The term “plagiarism” includes, but is not limited to: a. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment; and b. the knowing or negligent unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

LINK: http:// facultysuccess.unt.edu/academic-integrity

**Student Behavior**

Student behavior that interferes with an instructor’s ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student’s conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc.

LINK: Student Code of Conduct - https:// deanofstudents.unt.edu/conduct

**Access to Information-Eagle Connect**

Your access point for business and academic services at UNT occurs at my.unt.edu. All official communication from the university will be delivered to your Eagle Connect account. For more information, please visit the website that explains Eagle Connect.

LINK: eagleconnect.unt.edu/

**ADA Statement**

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the Office of Disability Accommodation.

LINK: disability.unt.edu. (Phone: (940) 565-4323)

**Fall Semester Academic Schedule (with Add/Drop Dates)**

http://catalog.unt.edu/content.php?coid=15&noid=1228

**Final Exam Schedule**
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http://registrar.unt.edu/exams/final-exam-schedule/fall

Financial Aid and Satisfactory Academic Progress

Undergraduates
A student must maintain Satisfactory Academic Progress (SAP) to continue to receive financial aid. Students must maintain a minimum 2.0 cumulative GPA in addition to successfully completing a required number of credit hours based on total registered hours per term. Students cannot exceed attempted credit hours above 150% of their required degree plan. If a student does not maintain the required standards, the student may lose their financial aid eligibility.

Students holding music scholarships must maintain a minimum 2.5 overall cumulative GPA and 3.0 cumulative GPA in music courses.

If at any point you consider dropping this or any other course, please be advised that the decision to do so may have the potential to affect your current and future financial aid eligibility. It is recommended that you to schedule a meeting with an academic advisor in your college or visit the Student Financial Aid and Scholarships office to discuss dropping a course being done so.

LINK: http://financialaid.unt.edu/sap

Retention of Student Records
Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Blackboard online system, including grading information and comments, is also stored in a safe electronic environment for one year. You have a right to view your individual record; however, information about your records will not be divulged to other individuals without the proper written consent. You are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the university’s policy in accordance with those mandates.

Link: http://registrar.unt.edu/faculty/ferpa-and-student-records

Schedule (subject to change as the semester progresses)

Week 1 (Sept 1): Sr. Recital Capstone overview and introduction to music entrepreneurship
  ● Complete Self-assessment and Goals handout for next class

Week 2 (Sept 8): Goal setting, career plans, building your brand
  ● Before 9/15, sign in to Blackboard site and specify the date/time/location for your senior recital

Week 3 (Sept 15): Developing Promotional Materials
  ● Write a professional biography for next class
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Week 4 (Sept 22): Marketing and publicity for musicians, promoting your recital

- Write a marketing plan for your recital due 9/29

Week 5 (Sept 29): Website basics, building your online presence, SEO strategies. Guest speaker:
  Dr. Gabe Ignatow, Co-founder and CEO of GradTrek, Department of Sociology
  Associate Professor and Academic Fellow, UNT

Week 6 (Oct 6): ePortfolio introduction, website building workshop
  Adam Wear, ePortfolio Coordinator, University of North Texas

Week 7 (Oct 13): Website building workshop (continued), examples of entrepreneurial musicians, class analysis and discussion

Week 8 (Oct 20): Program notes: sources for research and writing techniques. Guest speaker:
  Adam LaSpata, Graduate Library Assistant - Audio and Digital Services, UNT libraries

- Program Notes Assignment:
  Performers: the program notes will include historical, theoretical and performance practice aspects of the works to be performed. The student will address the issue of historical performance practice (where appropriate) for music from different periods. They are to offer their own personal insights into the process including original solutions for technical/musical problems encountered.
  Composers: Composers will be expected to articulate their artistic philosophy and any relevant technical, practical, and/or aesthetic issues relevant to the works programmed

- Assessment: The program notes will be assessed using a four-point rubric to document the depth with which students describe their experiences.

- Due: Oct 27 by 8:30am, turned in on Blackboard (learn.unt.edu)

Week 9 (Oct 27): Techniques for public speaking, in preparation for studio class lectures.
  Guest speaker: Jeffrey Snider, Associate Professor of Voice, UNT College of Music

Week 10 (Nov 3): Copyright law. Guest speaker: Amanda Zerangue, J.D., Acting copyright services librarian, UNT libraries

Week 11 (Nov 10): Ethics: Contracts, labor law. Guest speaker: Debbie Brooks, Director of
  DFW musician services, College of Music faculty

- Ethics Assignment: The students will attend a required session in which a number of ethical issues will be discussed. These include copyright law, labor law, contracts, music unions, and ethical implications pertaining to professional behavior in the music profession. They will be asked to formulate their own solutions, share their solutions with those in attendance, and decide on best solutions through group consensus. The solutions and ideas will be documented in a bulleted list.

- Assessment: Students will submit a typed list of solutions and ideas as discussed in the meeting. They will also be asked to provide personal reflections based on their experiences as performers. Submissions will be graded using a four-point rubric to document the detail and depth with which students completed the assignment.
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- **Due:** Nov 17rd by 8:30am, turned in on Blackboard (learn.unt.edu)
- **Before 11/17, sign in to Blackboard site and submit a question under “discussions” for upcoming faculty panel**

Week 12 (Nov 17): Networking and other professional topics: Faculty panel discussion
  Dr. Pamela Mia Paul (kb), Dr. Mary Karen Clardy (instrumental), Dr. Carol Wilson (voice)

Week 13 (Nov. 24th) No Classes (Thanksgiving Break)

Week 14 (Dec. 1st): Submission of websites with videos, class discussions and feedback

Week 15 (Dec. 8th): Transitioning from School into the Professional World

Final exams week (Date TBA): Final submission of websites (with incorporated feedback)

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- **Lecture Assignment:** The student will present a 5-8-minute lecture in which he/she will discuss the musical, theoretical, textural and/or technical issues that required specific attention and how the knowledge in those areas influence the final performance. The student is to offer his/her own personal insights into the process. The lecture will be given at the student’s major professor’s Studio Class or suitable location upon consultation with the major professor.
  **Assessment:** The lecture will be assessed with the aid of a four-point rubric.

- **Recital Assignment:** The senior recital is to be given at the College of Music or an approved location. The lecture portion of the Recital Capstone may be given in a Studio Class or other suitable location upon consultation with the major professor. The recital program is to be chosen by the student with consultation with the major professor. It is a free public performance. Public performance of music is an important component of a vital community. The arts exist for the common good of the people of any culture and the senior recital is a perfect example of an artistic experience to be shared by the community at large.
  **Assessment:** The senior recital is to be graded by the major professor or a committee of faculty from the Division. The reviewing faculty will assess the performance with a four-point rubric.
  **Due:** According to schedule with your major professor