

**KEYBOARD SKILLS I**  
**MUSC 1501-02 Fall 2018**  
**University of West Georgia**

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Humanities Room 335-Office Hours as Posted

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**A. Prerequisites**

Enrollment as a music major or minor. Enrollment in Music Theory I and Aural Skills I are co-requisites.

**B. General Objectives**

1. To acquire the piano skills and music theory knowledge needed for the UWG Piano Proficiency module tests, and that are also included in outside tests such as GACE and Graduate School Entrance Exams. Piano Proficiency prepares students to function in the real world as professional musicians, and is part of the best, accredited professional music degree programs (NASM). Additionally, it trains the mind for mental acuity and intellectual self-discipline, and provides cognitive musical training and habits that influence all forms of music making.
2. To increase student's musicianship abilities and enjoyment of music through the use of ensemble performances and group improvisation.
3. To increase student's critical listening and thinking skills through the use of self and peer evaluation, especially in collaborative group settings.
4. To provide students with the opportunity to use the piano in a wide range of ways that are of particular individual interest, through the use of a Creative Project.
5. To assist students with acquiring standards appropriate for their success as adult learners and future professional musicians in the Information Age, such as the ability to organize and retrieve information, to meet professional technological standards, and habits of punctuality and diligent effort. **Being a professional musician is both challenging and fun, and so this course is both challenging and fun!**

**C. Specific Musical Objectives**

As outlined in the "Piano Proficiency Module Requirements" (revised April 21, 2015) document.

**D. Required Materials**

1. Lancaster and Renfrow. Alfred's Group Piano for Adults, Book 1, 2<sup>nd</sup> edition.

**\*note: this is a REQUIRED material and students who attend class without the textbook will lose 0.5% per class (recommended: borrow from someone in the hall). Sharing the textbook in class is not permitted as this is distracting and physically uncomfortable.**

2. pencil brought to ALL classes!
  3. practice room access - must be obtained from the music dept office
  4. Optional for Recorded Modules: one regular mailing envelope (homemade envelopes earn the grade of zero)
  5. Optional for Recorded Modules: 4G thumbdrive Dr. Gingerich may keep for one week.
  6. practice time- Total of 3-4 hours per week
- OPTIMAL: 2/15 minute focused and concentrated sessions each day for 6 days/week** (this is worth more than 45 minutes/day unfocused).
- 30 minutes total every day is better than 3 hours on weekend  
 -grab 5 minutes here or there-it's fun to practice

### E. Evaluation

I. Playing Tests - 2 tests each worth 2%, one combining peer and self- evaluation

II. Piano Proficiency Modules A and B

#### a) Introductory Statement

“After enrolling in the course, students may test out early, according to the individual instructor’s policies. This option is intended primarily for students who have had more than 3 years of pre-college private piano study, **and are able to devote ample time to practicing independently, without assistance from the instructor.**”

#### b) General Requirements

-each module must be passed with a total grade of C or above in order to have passed Proficiency and in order to pass KS I

**-each SECTION of each module (eg. Technique, Sight Reading, etc) must be passed with a C or above in order to have passed Proficiency and in order to pass KS I**

-students have three options for completion of the modules:

a) students may choose to perform the module in person during the scheduled in class time and their performance will be recorded by the instructor

b) OR students may submit a recording at the beginning of the scheduled test time, instead of playing in person. Students must indicate their desire to do so, via email, by the date given by Dr. Gingerich

c) OR students may submit a recording (s) “early” during the scheduled “Early Submission Period”

-for any modules earning below the grade of C, students have the option of a “second chance” by retaking that particular test during the designated time during Final Exam week. **This “second chance” is available only if the original test was attempted during the semester.**

-for any module(s) not successfully performed during the semester, the student will register in KS I the next fall, and may submit these module(s) during the Early Submission Period, and thus “test out” early from the course.

### c) Early Submission Period

#### ***Introduction:***

Early Submission is a privilege granted, by permission of the instructor, to students currently enrolled in KS I who consistently demonstrate excellent work in class and who are earning the grade of A on all course components prior to the requested Early Submission date. There are two possible Early Submission dates.

#### **Requirements**

- Students wishing to use the Early Submission Period must notify the instructor via email at least 3 weeks in advance of the Early Submission date, and must indicate which Module (s) they will be submitting. This email promises a commitment on the part of the student to submit the particular Module (s), and any recorded Modules which are not completed by the due date, will earn the grade of F, and the policy concerning Requirements for Recorded Tests will be in effect.
- after receiving the email notification from the student, within one week (two weeks prior to the Early Submission due date) the instructor will email the test requirements. This will provide the student with two weeks in which to polish their performance and record the test materials.
- students may not submit particular Modules after the in- class test date
- after successful completion of all both modules students will receive a hard copy letter indicating that they have completed Piano Proficiency for the semester and have passed KS I and that they will no longer need to attend class for the remainder of the semester. Their final grade will be calculated using the grades earned on each module and a prorated amount for the remaining 20% of the course. The prorated amount will utilize the grades they earned up until the final testing out date in the semester. Students must continue **to attend all classes** until they have been notified that they will receive this letter.

### d) Recorded Modules Privilege

- detailed instructions will be sent via email regarding professional recording standards.
  - recordings are due to room 335 (232) promptly during the 10 minutes prior to the scheduled course time, on their due date, and late recordings earn the grade of F. Please do not knock after the door is closed, as students choosing to perform the class in person will be taking their tests.
- Requirements for Recorded Tests** - students may continue to use the recording “privilege” as long as their recordings:

- a) include all portions of the test
- b) pass with the grade of C or higher
- c) have no technological problems and play properly when the instructor views them

**Students who turn in a recording with any of the above missing, will lose their privilege or option of submitting recorded modules for the remainder of that particular semester.** The recorded privilege is reinstated at the beginning of each semester.

### III. Creative Project – 2%

- submit proposal by the *indicated deadline in order to be eligible*
- 1-3 minute performance using the piano in any way you like
- must adhere to the UWG Honor Code
- perform for the class. Possibilities are: sing and play a popular song; use the piano to assist with UWG Music courses such as Theory and Aural Skills; improvise; perform a composition you composed; perform a solo “classical” piano piece; an excerpt of any of the above
- learn however you prefer: by ear, listen to youtube, written score.

### IV. Class Attendance - attendance is taken on a daily basis and is the best assurance of succeeding in this course

-each class is worth 0.5%. **Attending class without the textbook is equivalent to being absent and will count towards the attendance policy.** Class begins at the official time indicated by the university. *Students arriving after the door has been closed may not enter the room and should not knock and thus disturb the class,* and will be considered absent.

## F. Academic Policies

### Attendance Requirements

Class attendance is important in order to create musical excellence in the acquisition of skill development and knowledge of the subject matter, and is a form of the daily practice and focus exhibited by professional musicians. However, occasionally important life matters prevent students from attending class, and so students are allowed three absences if needed. This attendance policy is designed to support and reward professional standards.

A student is allowed three absences. Upon the fourth and fifth absence, the student’s final grade will be lowered by 1 letter grade. Upon the sixth and seventh absence their final grade will be lowered 2 letter grades. Upon the eighth and ninth absence, their final grade will be lowered 3 letter grades. ***It is the student’s responsibility to keep count of their number of absences.***

UWG provides excellent resources to students, and exceptions to the above attendance policy occur if Dr. Gingerich receives an ***email*** notification **stating that the student should be excused,** from a UWG Professional designated and trained to provide ongoing assistance in your area of need:

- a) Physical Health: Health Services Patient Advocate (Jill Hendricks, Corey Hindman)
- b) Emotional Health: UWG Cares: [www.westga.edu/UWGCares](http://www.westga.edu/UWGCares)
- c) Academic: (time management, learning disabilities): Center for Academic Success (UCC)
- d) Miscellaneous: Dean of Students Office: [www.westga.edu/vpsa](http://www.westga.edu/vpsa)
- e) UWG music instructor concerning date and time of departure for an ensemble tour or conference.

**It is the student’s responsibility to ensure that the information concerning the Exception is sent to Dr. Gingerich WITHIN TWO WEEKS OF THE ABSENCE and is complete.** (highly recommended: ask them to cc the student). **It is the student’s responsibility to make up any missed work, by contacting their “piano buddy.”**

**Please note: communication regarding absences is via email only. Dr. Gingerich is well qualified to assist with musical and pianistic problems. But for reasons of confidentiality and**

**in order to obtain the best professional advice, assistance for situations which are non- musical or non-pianistic must be provided by one of the UWG professional listed above.**

### Disruptive Behavior

Students will be dismissed from any class meeting at which they exhibit behavior that disrupts the learning environment of others. Such behavior includes – but is not limited to – speaking disrespectfully to the instructor and/or to other students, the use of personal audio or video devices, tapping, drumming, distracting body movements, and creating noise while the instructor is speaking. Each dismissal of this kind will count as an absence and will be applied toward the attendance requirements policy. **The instructor has the right to teach and ALL students have the right to learn!**

Smartphones, Tablets, Etc may be utilized **ONLY WHEN INDICATED BY THE INSTRUCTOR**

*Unauthorized use is a form of disruptive behavior.*

Makeup Policy –tests, presentations can be rescheduled only if Dr. Gingerich receives an email from any of the UWG Professionals listed above.

Due Dates –all assignments and tests are due at the beginning of the assigned class. Late assignments or test attendance earn the grade of zero.

Email –official communication is through “my.westga.edu” accounts only

Credit – Work utilized in other courses is not permissible.

Contract –by remaining a registered student in this course, the student agrees to the obligations set forth in this syllabus for the satisfactory completion of this course. Additional information: <http://tinyurl.com/UWGSyllabusPolicies>

### **G. Grading**

Piano Proficiency Module A (Midterm Exam)	40%
Piano Proficiency Module B (Final Exam)	40%
Playing Tests (2 at 2% each)	4%
Creative Project	2%
Attendance	14%

90-100A      80-90B      70-80C      60-70D      Below 60F

### **H. Syllabus (subject to change)**

August 15	Explanation of Syllabus “Get to Know You” Exercise
Week 1: Aug 20/22	Musical Fundamentals
Week 2: Aug 27/29	Musical Fundamentals
Week 3: Sept 5	Module A
Week 4: Sept 10/12	Module A <b>Early Submission Intention Due (Module A and/or B)</b>
Week 5: Sept 17/19	Module A <b>Creative Project Proposal Due</b> <b>Test #1</b>
Week 6: Sept 24/26	<b>Early Submission Recordings Due (Module A and/or B)</b>
Week 7: Oct 1/3	<b>Creative Projects</b>
Week 8: Oct 8/10	Module A
Week 9: Oct 15/17	<b>Piano Proficiency Module A Test: Midterm Exam</b>
Week 10: Oct 22/24	Module B <b>Early Submission Intention Due (Module B)</b> <b>Creative Projects</b>
Week 11: Oct 29/31	Module B <b>Test #2 (Peer and Self Evaluation)</b>
Week 12: Nov 5/7	Module B <b>Creative Projects</b> <b>Early Submission Recordings Due (Module B)</b>
Week 13: Nov 12/14	Module B
Week 14: Nov 26/28	Module B
Week 15: Dec 3/5	<b>Piano Proficiency Module B Test: Final Exam</b>
Mon Dec 10	<b>“Second Chance” Module Tests: 10am-4pm</b>