

# DAN MITCHELL

## MUSIC FACULTY MEMBER, DE ANZA COLLEGE

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# Music 1A Syllabus

(Visit the [Music 1A Syllabus Archive page](#) for previous syllabi.)

## Music 1A: Introduction to Music – Western Culture

Winter 2017 | 4 units | Room A-11

9:30-11:20 Monday/Wednesday section

9:30-11:20 Tuesday/Thursday section

### Welcome to *Introduction to Music*

This syllabus describes course policies and is a contract between you and your teacher. Other materials on this website are extensions of the syllabus and also reflect official course policies. (Some details are subject to change prior to the start of the term and during the term as announced in class.)

### Description

**Introduction to Music – Western Culture** helps students understand and appreciate so-called “classical” and other types of music. It covers basic elements of musical sound, important musical styles and forms, and important composers from major periods of music history. The course fulfills GE transfer and certificate requirements and some certificate and transfer requirements for music majors. (Consult the [De Anza College Catalog](#) for the most current official information.)

### Honors Credit

[De Anza College Honors Program](#) students may be able to enroll in Music 1A for honors credit. An [honors addendum](#) describes course policies specific to students taking Music 1A for honors credit and is part of their course syllabus.

### Objectives

- Employ a basic vocabulary of common music terms to describe observations of recorded and live music.
- Recognize individual instruments and voices and the various ensembles in which they are used.
- Demonstrate an understanding of the roles of music in human cultures and relate musical expression to other forms of artistic expression and to culture generally.
- Distinguish features of important musical style periods, forms, composers, and practices.
- Recognize, describe, and compare musical practices in contemporary society.
- Recognize basic distinguishing characteristics among a representative group of musical compositions.

### Text and Materials

- **Music: An Appreciation** (the current “**Brief Edition**” sold at De Anza Bookstore) **with bundled set of audio recordings** by Roger Kamien OR a used copy of the 7th edition of the same text and recordings. *The audio recordings are required for this course.* Paper or e-book versions of the text are fine. (Please see “*More About the Text and Recordings*” section below.)

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**Phone:** 408.864.851

OFFICE HOURS: FALL & WINTER

**Monday and Wednesday**

8:50 am - 9:20 am

11:20 am - 11:50 am

**Tuesday and Thursday**

8:30 am - 9:20 am

OFFICE HOURS: SPRING

**Monday thru Thursday**

8:50 am - 9:20 am

11:20 am - 11:50 am

(other times by appointment)

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- **Scantron forms** (form #2052 or #882E only) and a **#2 pencil** for 3 tests and the weekly quizzes – approximately fifteen Scantrons for the term.
- **Concert attendance.** You must attend a minimum of one live concert during the term, and there may be reasons for you to attend more. Some free events may be available, but you may have to purchase tickets. Nearly all approved concerts are off-campus. More information is available below and elsewhere on the website.
- **Additional required course materials** may be available online at no cost and are linked to this website.
- **Access to a computer** with a printer, web browser, and [Adobe](#) Acrobat Reader. Aside from exams, no printed materials are distributed in class — *you are required to print some materials yourself.*

## More About the Text and Recordings

*The required text and companion audio recordings are critical to your success in the class. You have options for gaining access to this crucial material.*

- The best option is to purchase (or rent, if available) a new or used copy of current version of the *text and recordings* through the college bookstore.
- Because updates to our text and recordings have been very minor, you may *use the previous edition*. Be careful to get the “brief” edition of the text *with the recordings*. (Check with the instructor if you have an even older edition.)
- A few copies of the text and recordings are *on reserve in the library*. This may be a realistic option *if you have sufficient time to do your listening and studying in the library*.
- Another option is to *share the course materials* with another student. Make sure that both of you will have sufficient time with the book and recordings.

## Listening Assignments

*Weekly Listening Assignments are based on musical examples included on the recordings that accompany the text. Assignment questions are based on studying the text and listening to the recorded examples.*

The assignments are available at the [course calendar](#) page of this website – see the link in the sidebar.

- The assignment files are in the .pdf format, and **you are required to print** them.
- Listening assignments are due at the **start of class on the deadline dates** and **will not be accepted after class starts**.
- You are required turn in *printed* copies, using the forms from the website, and to **write your answers by hand** in pencil or pen on the printed forms. Assignment presented in other forms will be returned without credit.
- You must print **back-to-back on a single sheet** or print on one side and **staple the assignment pages** together. Assignments submitted as loose sheets or attached with tape, paper clips, folder corners, etc. will be returned to you for stapling.
- *It is unacceptable to offer quotations from the text as your homework answers, even if you use quotation marks and indicate the source. To demonstrate understanding* you must at least paraphrase the text in your own words. Grades on papers that quote extensively from the book or other sources will be lowered.
- At the instructor’s discretion, some listening assignments may earn full credit for completion alone, in which case an A grade will be recorded.

## Quizzes

*There is a short quiz on the reading/listening assignments at the beginning of the first class meeting each week starting in week 2. You will need a Scantron form #2052 or #882E and a #2 pencil for each quiz. Arrive early on quiz days so that you do not miss the quizzes – they generally only take about five minutes.*

Quizzes focus on important material from the *previous week’s study assignment in the text and recordings*. *These topics will generally not be covered in class before the quiz* so it is critical that you carefully study this material according to the calendar schedule. (Prospective quiz dates are listed in the online course calendar. Quiz dates are subject to change.)

## Concert Reports

*You must attend at least one live concert during the term and complete a [Concert Report](#) on this event.*

See the sidebar for links to complete information about the concert report assignment. *In order to complete a successful concert report you must carefully read and understand this material before attending the concert and while writing the paper.*

- The only acceptable concerts are those on the [Concert List](#).
- In rare cases you may be able report on other concerts that meet the assignment guidelines, but **only if you get advance approval from the instructor.**
- You may *not* report on a concert in which you are a participant.
- The concert list includes a variety of concerts around the greater San Francisco Bay Area. Prices range from free/inexpensive up to quite expensive.
- *You are strongly advised to attend your concert long before the assignment deadlines, especially if cost, transportation considerations, and/or your schedule limit your concert options.* The deadline for the report will not be extended if you wait and are unable to find an event shortly before it is due.
- You may complete an optional second concert report if you wish to raise the grade you earn on the first report. See the [concert report page](#) and the [course calendar](#) for more information and important deadlines.

**You must earn a non-failing grade on one concert report** in order to earn a passing course grade in Music 1A. Students who earn a failing grade on the first concert report or who do not submit this report must complete the second optional concert report with a non-failing grade in order to pass the class.

## Tests

There are three tests. The two midterms (tests #1 and #2) and the final exam (test #3) may contain multiple choice, true/false, fill-in, short essay, and other items, with some questions based on listening to recorded musical examples.

- Bring a Scantron form (#2052 or #882E) and a #2 pencil to each test. A portion of the test will use the Scantron form, and other parts of the test will require written responses.
- Test #3 (at the final exam session) is *not a comprehensive final exam*; it focuses on material presented after test #2. It is similar in form and scale to tests #1 and #2, each of which is completed during a single class session. The amount of time available to complete test #3 may be less than the entire scheduled two-hour final exam session.
- Missing an exam is a very serious issue. Arrange your schedule to avoid missing test sessions. See the **Late Work** section of this green sheet for important information concerning missed tests.

**You must earn a non-failing grade on two of the three tests** in order to earn a passing course grade in Music 1A. Students who earn a failing grade on test #1 or test #2 will have an opportunity to re-take *one* of the first two tests at the final exam session.

## Grading

- 20% – Homework ([Listening Assignments](#))\*
- 15% – [Weekly Quizzes](#)\*
- 20% – [Concert Report](#) (or weighted average of two concert report grades)
- 45% – Tests (15% for each of the three tests)

\*As described in the late work section of this syllabus, I do not count your lowest homework grade and your lowest weekly quiz grade. This means that it is possible to miss one of each with no grade penalty.

- I use a *weighted average system* to determine your final course grade – *not a point system*.
- Assignment and course grades will use base letter grades A, B, C, D, and F and +/- symbols. (Although there are no “C-” *course* grades at De Anza College I may assign this grade on assignments, quizzes, and tests.)
- You may be able to earn up to one-third of a letter grade of *extra credit* for attending De Anza College Music Department concerts near the end of the term. See the [Extra Credit](#) page for more details.
- If you stop attending near the end of the term you may receive a failing grade in the course.
- If an unforeseen emergency interferes with completion of course work near the conclusion of the term *you must contact the instructor immediately to discuss the situation*, including the possibility being assigned an “incomplete” grade in the course if appropriate.
- During the quarter you will be able to review your grades on a [password-protected web page](#). More information will be provided in class.

- Let your teacher know immediately if you think you may have received an incorrect grade. It may not be possible to change an incorrect grade if you wait more than 72 hours after an assignment is handed back or after grades are posted on the website before bringing errors to the instructor's attention.

**IMPORTANT: You must earn grades higher than F on at least two of three tests and on at least one concert report in order to earn a passing grade in the Music 1A.** "Passing grade in Music 1A" means a letter grade higher than D+. (There are opportunities to make up one failing test grade and one failing concert report grade near the end of the term.)

## Attendance

*Regular attendance is required and critical to your success in this class. Contact me immediately if you miss a class or if you decide to drop. Adjust your schedule for work, vacations, etc. so that they do not conflict with this course. Attendance at the scheduled final exam session is required. The exam dates and times are listed in the course calendar on this website and in the official final exam schedule at the De Anza College website.*

- Attendance may be taken at each class session and an *unexcused absence* is recorded if you are not present when roll is called.
- If you arrive late it is your responsibility to inform the teacher that the absence should be changed to a tardy.
- Absences are recorded as *unexcused* until you contact the instructor to explain, at which point they may be changed to an *excused absence*.
- You *may* be dropped for excessive unexcused absences or late arrivals. However, there is no guarantee that you will automatically be dropped if you stop attending without notifying the instructor.
- *Be aware of drop deadlines and make timely arrangements with the instructor or registrar if you decide to drop this class.* The college class schedule lists deadlines for dropping with no record or for dropping with a "W" grade. If you stop attending but fail to take steps to drop, you may end up with a W or F grade in the course.
- You must contact me *during a scheduled class meeting or scheduled office hour prior to the deadline* if my signature or other action is required.
- Students may be dropped on their third *unexcused* absence.
- An unexcused late arrival for class counts as one half of an absence, and you may be dropped if you frequently arrive late.

**First week attendance policy:** When a class is full and there is a wait-list, *registered students may be dropped for a single unexcused absence during week one* in order to make room for those who want to add. Contact the instructor immediately if an unanticipated emergency interferes with attendance.

**Use your add code right away:** You must *complete the add process before the next class meeting*. If you wait I may drop you to make room for other students. Speak to the instructor to arrange an exception if your circumstance require you to wait longer than 24 hours to add the class.

**Absences on an assignment due date** – If you must miss class on the due date for any assignment, the assignment must still be **delivered to me no later than the start of class on the due date** or it will be considered late. There are alternative ways to take care of this:

- **EMAIL:** *Email the content of your assignment to me by the deadline or send a readable photograph or photocopy of the entire assignment no later than the deadline. You must provide a printed copy of the assignment at the next class session you attend and the printed copy must be identical to the copy you submitted by alternate means. If you wait until after the very next class session to submit the original copy without advance permission to do so, your work may not receive credit.*
- **DELIVERY:** Either send the work with another student or bring it to me before class.
- **EARLY SUBMISSION:** If you know in advance you will miss class on a due date, the best practice is to turn the work in early.
- **MAIL:** My mailing address is *Dan Mitchell, De Anza College, 21250 Stevens Creek Blvd., Cupertino 95014.* Your assignment may be mailed with a postmark earlier than the start time of class on the due date.

**Absences on an exam day** – *Absence on a test day is a serious issue.* Notify me in advance, or email/call by the scheduled test session if an *extraordinary emergency* causes you to miss an exam and you intend to make up the work. Notifying me after the fact is only acceptable in case of unanticipated and extremely serious emergencies where it is impossible for you to email, call, or send word with another student. If you miss an exam and do not contact me

immediately *you may not be permitted to make up the exam, and your course grade will be affected.*

You must discuss the makeup date/time when you notify me of the absence, and you must complete your make-up exam immediately when you return. You may need to change your work or class schedule to make up the test in a timely manner (typically within a day or two of your return) or you may lose credit for the exam.

**Attendance at the official final exam session is required:** The final exam schedule is listed at the college website and in the course calendar. Do not schedule events that conflict with the scheduled final exam session. You will not be excused from the final exam nor will you be allowed to take it at an alternate time if you fail to note the date and time of the scheduled final exam session. *If you miss test #3 I may assign you a grade of "F" for the course.*

## Late Work

*Assignments are late if they are not turned in at the time the class starts. You must arrive on time on due dates – arrive early to make sure your work is not late. Certain assignments will not be accepted if they are late.*

- **Late listening assignments are not accepted.** A listening assignment is late if you arrive for class after I collect it. Your lowest listening assignment grade will not count toward your course grade, so *you may miss one assignment without penalty.*
- **Missed quizzes may not be made up.** Your lowest quiz grade will not count toward your grade, so *you may miss one quiz without penalty.*
- **Late concert reports receive a grade penalty** of one letter grade for each day they are late. Reports are late if not turned in when I collect them at the *start* of the class period on the due date.
- **Optional second concert reports are not accepted after the deadline.**
- **Extra credit work is not accepted after the deadline.**

See the **Attendance section of this syllabus** for procedures to follow if you must miss class or arrive late on a due date and you want to avoid late penalties or no credit for late work.

The [course calendar](#) at this website lists dates of important assignments and exams.

## Retain Copies of Your Work

*Retain copies of all submitted and graded work until you have received your final course grade. Always keep backup copies of assignments that you turn in.*

- Retain a copy of your concert report until graded paper is returned.
- Photocopy, photograph, scan, or fax yourself copies of printed assignments before turning them in.
- Check the online grade listings weekly and notify the instructor immediately if you think there may be an error.

## Academic Integrity

*Students and faculty share the goal of maintaining the highest standards of academic integrity. I take this issue very seriously, and consequences can be very serious for students who fail to observe these standards. Consult my statement on [Academic Integrity](#) for details about my official policies— and ask for guidance if you have questions. Information about the [college academic integrity policy](#) and [student code of conduct](#) is available at the college website.*

## Cell Phones

*Cell phone use is never permitted in class. **Turn off your cell phone and put it away before entering the classroom.***

I will ask you to leave the room for the remainder of the period if your phone goes off during class, if you use your phone or have it out during class. Having your phone on during class is a distraction to you and others in the classroom. **Cell phones must be turned off and put away.** Setting your phone on “silent” or “vibrate” is *not turning it off* – “Turn it off” means “turn it off.”

(If an unanticipated *emergency* need to check your phone cannot wait until the end of class, quietly leave the classroom and go out of the building before turning on your phone.)

**Exception:** If you have a *serious emergency situation* (e.g. sick child, serious illness in your family, etc.) and

you *must* be on standby so that you can immediately deal with this *emergency* situation and you would otherwise have to miss class, the following applies:

1. You *must discuss the emergency situation with me* at the start of the period.
2. I'll ask you to sit where you can make a quick and quiet exit *to answer the call outside the classroom*.
3. Your phone must be on the *silent setting*.
4. If a call/text arrives you must *leave the room before answering*.

## Laptops, Tablets, and Electronic Devices

There can be limited course-related reasons to use a laptop, tablet computer, or similar device during regular class sessions. Students who use them are required to *sit in the first two rows of the classroom and use them exclusively for purposes directly related to the course*.

*All laptops and tablets and similar devices must be turned off and closed while musical examples are being played.*

Laptops, tablets, smartphones, headphones, and other electronic devices are never permitted during quiz or exam sessions. The *mere presence of such devices during exams and quizzes is a violation of class policy and will have serious consequences including an immediate failing grade on the exam or quiz.*

## Recording Devices

The use of audio, video, photographic or other recording devices is not allowed in the classroom. The only exception is in cases where the student discusses his/her individual special need for recording *in advance, the instructor gives him/her permission to do so, and the student agrees to the instructor's rules and conditions.*

Students may ask to photograph or otherwise copy projected lecture notes following the conclusion of the class session and will typically be given permission to do so.

## Office Hours

Visiting your instructor during an office hour can help you succeed. It is much better to come in and discuss problems and questions than it is to leave your issues unresolved. A visit also helps your teacher get to know you as a person. Many of us have hundreds of new students each term! When you take the time to make a personal contact it helps us make the connection between you and the name on the roll sheet. An office hour visit is a great opportunity to discuss concerns or challenges that could affect your performance in the course and to discuss possible accommodations that may help you achieve success.

Please visit me during my office hours, call 408-864-8511, or send email to [mitchelldan@deanza.edu](mailto:mitchelldan@deanza.edu) any time you have a question or problem relating to the course. You do not need an appointment to see me during an office hour, but you can make one if you prefer. My office is in room A15 in the A1 building located in the Arts Quad.

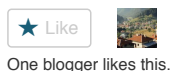
My office hours are listed in the left sidebar of pages at this website. I usually can meet at other times by appointment. Call me or send email to set up an alternate office visit. (Office hours are subject to change as announced in class and on my websites.)

## Course Calendar

The [course calendar](#) lists all important assignments and dates for the course. Although the calendar is listed on a separate page for practical purpose, information on the calendar is official course information and is therefore part of this green sheet.

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