cloud license, blank staff paper, pencil

*You are strongly encouraged to purchase the print edition, not the digital.*

**Buying Auralia**: Go to http://www.risingsoftware.com. Click on “BUY NOW” on the top right-hand corner, then scroll down to “Student Cloud” and select “Auralia Cloud”. *It is very important that you get the CLOUD EDITION, not the home version!!!* After purchasing, you will receive an email with your serial number. Go to http://www.risingsoftware.com/register, where you will enter your details, school code, and PIN. After registration, you will receive another email with download links and login details.

- **School code**: SFASU
- **PIN**: G6WF

**Course Objective**: Introductory Aural Skills - ear training, dictation, sight-singing, covering chapters 1-6 of the assigned text.

**Program Objective**: Ear-training is an integral part of the music curriculum and will prepare students for a career in fields such as education, performance, and composition.

**Expectations of Work**: The student will be assigned regular homework. As per SFA policy 5.4, the student is expected to spend at least two hours per credit hour each week on materials related to class. This class is worth one credit hour; therefore, you will be expected to spend at least two hours per week, *minimum*, in outside preparation for class. This may include homework assignments, as well as daily drills, independent practice, tutoring, etc. Some students may need more than two hours per week.

**Attendance**: This class is a practicum. Regular attendance is essential. Students may have up to three unexcused absences; for *each* absence thereafter, five points will be dropped from their final average. A student is considered tardy if they arrive after I have taken roll; three tardies equals one absence. A student who is more than 15 minutes tardy is considered absent. You are responsible for any material missed in your absence.

**Excused Absences**: It is university policy to excuse students for reasons related to health, family emergencies, and participation in a university activity; students are responsible for providing documentation satisfactory to the instructor. Any sickness must have a doctor’s note to be excused.

If you would like your absence to be excused, you must contact your instructor in a timely manner, preferably prior to missing class and before 5:00pm on the day of the absence. This is particularly important for days in which you miss a graded test.
**Cell Phones:** Cell phone and other digital devices are not to be used during class. Students who violate this rule will be asked to leave class and will receive an absence for the day.

**Evaluation procedures:** your grade will consist of the following:

1. 3 Vocal Performance tests and 2 Piano Assignments (5 grades total, worth 40% of your average; )
2. 4 in-class dictation tests (worth 30% of your average)  
   - You will not be allowed to leave the room during dictation tests.
3. 6 at-home Auralia assignments (worth 30% of your average)

**NO LATE WORK WILL BE ACCEPTED.** Please consult the “IMPORTANT DATES” sheet for a handy guide to all test dates and Auralia due-dates. If you must be absent on the day of a dictation or performance test, it is your responsibility to consult with me prior to the test; make-ups will be given at my discretion.

**Online gradebook:** You are encouraged to monitor your grades by logging on to Desire2Learn using your MySFA login information: [https://d2l.sfasu.edu/](https://d2l.sfasu.edu/). It is your responsibility to monitor your progress in this class; if you wish to discuss your grade with me, you are welcome to make an appointment to do so during my office hours.

**Extra help:** The SFA School of Music offers free tutoring in both Theory and Aural Skills; I have uploaded a flyer about this on D2L and posted the flyer on the bulletin board outside of my office. This flyer contains all instructions for how to sign up for tutoring. Please be sure to CC me on the email and include which course for which you are requesting tutoring. I have included a PDF entitled “Ideas for Effective Practice” on D2L which you may find helpful.

**How Auralia works, and issues with it.** When you purchase Auralia, you are actually purchasing a license; that is, a username and password. You may therefore do your assignments on any computer that has the (free) cloud client installed. It is recommended that you make sure you have a secure internet connection before starting any graded assignments in Auralia; if the connection is lost, a pop-up window will appear informing you that it couldn’t connect to your cloud service. This gives you an opportunity to rectify whatever is happening with your internet connection without losing your progress. Technology, of course, can sometimes be finicky; therefore, after completion of an assignment, it is highly recommended that you 1) take a screenshot at the end of the test of the screen that shows your completed grade, and 2) check your test results under the “home” tab to see if it saved. If it did not, you have until the assignment’s due date to email me the screenshot.

**Auralia assignments.** When you log in to Auralia, you will find “tests” waiting to be taken on the left-hand side of the home screen. In the description of each assignment, there are recommended practice levels that will help you in that assignment. These particular levels are the ones that will be seen on that assignment. You are encouraged to practice these levels and any others you’d like to as much as you’d like; you won’t be graded for practice. When you are ready to be graded, click on the “test” and then press “START”. You may start and stop the test (i.e., you don’t have to do it all in one sitting) and you may attempt the assignment twice; I will take the higher grade.  

Auralia gets its time and date from your computer; that is, if your computer’s date is changed to October 1 even though it’s actually October 4, Auralia will think it’s October 1 and
open up assignments that have already been closed. This is how past students have attempted to cheat by retroactively completing assignments they forgot to do. Don’t do it; you will get caught!

Auralia assignments are available until the due date; you are encouraged to do them early. They are all due by midnight on a Sunday. Waiting until the last minute to do these assignments is inviting disaster.

**Vocal Performance Tests:** These tests are comprised of a prepared singing portion and a sight-singing portion. For each test, I have assigned a number of lines from the textbook that you are to practice on your own. While we will cover some of these lines in class, we may not get to each one, so it is essential that you practice on your own. Your test will be taken in my office. You will draw one line from a cup and perform that line - again, it is essential that you practice all lines because you will not know which line you will have to perform! You will then be given a short sight-singing passage; this will be something you have never seen before. You will be expected to sing both the prepared lines and sight-singing using solfege, while conducting the time signature with your right hand and tapping the division of the beat with your left hand. Keep in mind: the more your practice your assigned lines, the easier they will be to perform, and the more time you have to devote to the sight-reading. You have 8 minutes to complete both parts of the test.

You will be graded on pitch, rhythm, solfege, and tonic/metric continuity.

The week before the performance tests, you will be given the opportunity to sign up for a date and time to take your test; each time slot is 8 minutes long and I try my best to keep a tight schedule. **DO NOT MISS YOUR TIME.** A missed time is a forfeited time; you will receive a zero. I recommend that you show up a few minutes early.

**Piano Assignments.** You will have two piano assignments this semester, detailed further outside of this syllabus. The first assignment will be performed one student at a time during class; the second assignment will be performed one student at a time during your final time. It is recommended that you begin practicing these piano assignments immediately; as with everything else, waiting until the night before is inviting disaster.

**Dictation Tests.** You are responsible for providing a clean, full-sized sheet of staff paper for graded dictation tests (used staff paper is acceptable for everyday practice dictation). I will play a melody or rhythmic passage on the piano, and you will transcribe what you hear onto staff paper. You will be graded on pitch and rhythmic accuracy.

You will have a dictation test during your final exam time.

**Students with disabilities:** To obtain disability related accommodations, altered formats, and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS, Human Services Building, Room 325; 936-468-3004 / 936-468-1004 (TDD)) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodations and auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodation. For additional information, go to http://www.sfasu.edu/disabilityservices.
Minimum grades and sequencing of music theory courses: The SFASU School of Music handbook states, “Courses required to be taken concurrently (MTC 151 & 161; MTC 152 & 162; MTC 251 & 261; MTC 252 & 262) must both be passed with the minimum grade of ‘C’ before moving on to the next two courses.” Thus, students who meet the minimum requirements in only one of the two courses may not move on to the next level until the deficiency is rectified.

Withheld grades semester grades policy (A54): Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH or the grade will automatically become an “F”. If students register for the same course in future terms, the WH will automatically become an “F” and will be counted as a repeated course for the purpose of computing the point average.

Academic Integrity: (A-9-1): Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

Academic Dishonesty: Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification of invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one’s own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an internet source or other source; and (3) incorporating the words or ideas of another into one’s paper without giving the author due credit. Please read the complete policy at http://www.sfasu.edu/policies/academic_integrity.asp. Any work found to be in violation of the Academic Dishonesty Policies will not be accepted.