



# VALPARAISO UNIVERSITY

## Valparaiso University Music Department

**MUS 312-A:  
Scoring and Arranging  
Fall Semester 2022  
MW, 2:30 PM–3:20 PM  
Classroom: VUCA 1422**

Instructor: Dr. Navid Bargrizan  
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Zoom Office Hours: TBA  
Zoom Meeting Link: See Blackboard

### **Valparaiso University - Mission Statement**

“Valparaiso University, a community of learning dedicated to excellence and grounded in the Lutheran tradition of scholarship, freedom, and faith, prepares students to lead and serve in both church and society.”

### **Valparaiso University - Vision Statement**

“Valparaiso University will be renowned worldwide for preparing women and men who are highly sought for their knowledge, character, integrity, and wisdom.”

### **Course Description**

“MUS 312: Scoring and Arranging” is an introduction to the principles and techniques of arranging, instrumentation, orchestration, and scoring. The course will introduce the standard instruments of the modern Western orchestra and wind ensemble among others, discuss arranging for such groups, and begin a discussion of creative orchestration practices.

### **Course Format:** In-person

### **Student Learning Objectives**

During this course, students will

- learn the constructional, timbral, and technical subtleties of the common Western musical instruments and ensembles.
- present their respective instruments in terms of their technical and timbral details.
- acquire basic techniques of scoring and arranging for the regular ensembles in the Western-art musical traditions, through listening to and looking at a wide range of repertoire pieces, as well as reading the textbooks and hands-on assignments.
- arrange, score, and perform short pieces using the knowledge that they gain in this course.

This course is designed to contribute to the following departmental-level objectives for the music major:

For the Bachelor of Arts students:

- Students must develop the ability to work conceptually with the elements of music in written and aural forms.

For the Bachelor of Music and Bachelor of Music Education students:

- Demonstrate knowledge and skills sufficient to work as a leader and in collaboration on matters of musical realization and interpretation
- Students must be able to solve musical problems by synthesizing capabilities in performance, analysis, composition, history, and technology.

## Communication (Email, Blackboard, Zoom)

Email and Blackboard announcements is the primary method of communication for this course. It is your responsibility to check your VU email and Blackboard account regularly during this course or to set up forwarding from that account to your preferred address. Notifications of class cancellations will be made through email with as much advance notice as possible. Copies of course documents and grading records are housed on the university courseware system: Blackboard. It may be accessed through the Internet at the following address: <https://blackboard.valpo.edu/>— access requires use of your VU username and password. Blackboard will have a comprehensive archive of our class policies and work. Many assignments will be submitted through Blackboard.

Please check Blackboard and your Valpo email before coming to class.

## Assignments and Grading

Final course grades are based on the following weighting:

- 10 Homework Assignments: 30% (each 3%)
- Class presentation: 5%
- Midterm Test: 12%
- Final Test: 13%
- Midterm Project: 13%
- Final Project: 17%
- Attendance and Participation: 10%

## Grading Scale

A 94-100  
A- 90-93  
B+ 87-89  
B 84-86  
B- 80-83  
C+ 77-79  
C 74-76

C- 70-73  
D+ 67-69  
D 64-66  
D- 60-63  
F 0-59 (failing grade)

## Materials

The required texts are available on W.W. Norton's website and in the VU Bookstore.

- 1- Samuel Adler, *The study of Orchestration* (4th Edition), publisher: W.W. Norton & Co.  
ISBN: 978-0-393-60052-0  
<https://wwnorton.com/books/9780393600520>
- 2- Samuel Adler, *Workbook for The study of Orchestration* (4th Edition), publisher: W.W. Norton & Co.  
ISBN: 978-0-393-28317-4  
<https://wwnorton.com/books/9780393283174>

With your purchase of a new textbook, you will receive a code to access the accompanying digital resources required for the course, including the sound recordings.

Access to the software Blackboard, personal computer, staff paper (or computer notation software, e.g. Sibelius, Finale, MuseScore), pencils, and eraser is required for this course.

## Assignment Policies

All graded work is to be submitted by announced deadlines. Deadlines are tracked carefully. The graded homework will not be accepted late, unless with a prior notice to the instructor and only in the case of excused absences.

## Attendance and Participation

When healthy, students are expected to attend all class sessions in-person. Students who are experiencing symptoms consistent with COVID-19 must follow the institution's protocol for self-monitoring, reporting, and isolation.

All students should be in frequent contact with the instructor by email regarding the need for considerations of attendance and modified deadlines due to any illness or other concern.

Unsatisfactory Academic Progress notifications are sent by faculty members to students, their advisers, the Dean of Students, and Academic Deans. These notifications are sent in a variety of situations and are used to notify students that some aspect of their academic performance needs to improve. Examples of situations when a UAP might be sent are: student does not contribute regularly to discussions; student fails to complete assignments or exams; a student exhibits behavior in class that disrupts the learning environment; or a student misses several classes without notice. This list is not exhaustive, and faculty are encouraged to file a UAP when students first show signs of poor academic performance.

Please also note that

1- It is your responsibility to obtain materials that may have been distributed at any class sessions you miss. You are advised to make arrangements with one of your classmates to obtain any missed materials or information. When possible, materials will be made available through Blackboard. Except for exams, no paper will be distributed or exchanged.

2- Missing class does not excuse you from assignment deadlines. If you miss class on a day when an assignment is due, you must still submit your work electronically or incur a late penalty.

Some items about classroom decorum:

- Please remember to mute your cell phones and other electronic devices when you enter the classroom. Use of devices is restricted only to the work of the class. That is, you may take notes, photograph projected images, record a musical example, access a score, etc. Engaging in communication and social media is prohibited.
- If you arrive late for class, please minimize disruption as you enter the class.

### **Cancellation Policy**

Notifications of class cancellations will be made through Blackboard with as much advance notice as possible. It will be both posted on Blackboard and sent to your Valpo e-mail address. If you don't check your Valpo e-mail account regularly or have it set-up to be forwarded to your preferred e-mail account, you may not get the message. Please check Blackboard and your Valpo e-mail (or the e-mail address it forwards to) before coming to class.

### **The Honor Code**

The Honor Code is an integral part of VU and permits students to do their academic work in an atmosphere of responsible freedom. The Honor Code is based on the highest principles of Christian ethics and morality and presumes every student is willing to maintain honesty in all academic work, as well as other phases of university living. Students are required to sign the pledge, indicating that they have submitted honest work and have not allowed the dishonesty of others to erode the integrity of the Honor System:

*I have neither given nor received nor have I tolerated others' use of unauthorized aid.*

The Honor Code applies to all students registered for academic credit at Valparaiso University. Students have the responsibility for not using, giving, or tolerating unauthorized aid. When the definition of unauthorized aid is in question, students should ask the instructor to interpret the application of the Honor Code. In case of further doubt, students share the responsibility of clarifying the definition of unauthorized aid. If you're not sure what counts as "authorized" and "unauthorized" aid, ask.

All graded written work should bear the signed honor pledge, including exams, quizzes, and homework. Tests are administered in class without the aid of books, notes, or others. Homework will be assigned from the Workbook. Students may work together on the completion of the homework assignments in the spirit of cooperation, but not simply in the exchange of, or copying of, answers. Students may not work together, or consult each other, during the tests.

### **Access & Accommodations**

The Access & Accommodations Resource Center (AARC) is the campus office that works with students to provide access and accommodations in cases of diagnosed mental or emotional health issues, attentional or learning disabilities, vision or hearing limitations, chronic diseases, or allergies. You can contact the office at [aarc@valpo.edu](mailto:aarc@valpo.edu) or 219.464.5206. Students

who need, or think they may need, accommodations due to a diagnosis, or who think they have a diagnosis, are invited to contact AARC to arrange a confidential discussion with the AARC office. Further, students who are registered with AARC are required to contact their professor(s) if they wish to exercise the accommodations outlined in their letter from the AARC.

### **Academic Support Services**

To get help in this course, the best place to start is to work with your instructor during office hours and ask your professor if there are any Help Sessions or department-level tutoring offered for this course. The next step is to use the Academic Success Center (ASC) online directory ([valpo.edu/academic-success](http://valpo.edu/academic-success)) or contact the ASC ([academic.success@valpo.edu](mailto:academic.success@valpo.edu)) to help point you in the right direction for academic support resources for this course. Valpo's learning centers (Writing Center and the Academic Success Center) offer a variety of programs and services that provide group and individual learning assistance for many subject areas.

### **Emergencies**

VU's Emergency Notification System (ENS) uses multiple forms of communication, including e-mail, building alarms, outdoor sirens, message boards, computer alerts, Twitter, and public address messaging. Please review the specific procedures for this class found in Blackboard. Remember: "Siren inside, GO outside; Siren outside, GO inside." To evacuate, gather your personal belongings quickly and proceed to the nearest exit. Do not use the elevator. To shelter in place, move away from the windows and stay low to the ground; lock or barricade the door if there is a threat of violence.

### **Title IX Statement**

Valparaiso University strives to provide an environment free of discrimination, harassment, and sexual misconduct (sexual harassment, sexual violence, dating violence, domestic violence, and stalking). If you have been the victim of sexual misconduct, we encourage you to report the incident. If you report the incident to a university faculty member or instructor, she or he must notify the University's Title IX Coordinator about the basic facts of the incident. Disclosures to University faculty or instructors of sexual misconduct incidents are not confidential under Title IX. Confidential support services available on campus include: Sexual Assault Awareness & Facilitative Education Office "SAAFE" (219-464-6789), Counseling Center (219-464-5002), University Pastors (219-464-5093), and Student Health Center (219-464-5060). For more information, visit <http://www.valpo.edu/titleix/>.

### **Welcoming and Inclusion**

Valparaiso University aspires to be a welcoming community, one built on participation, mutual respect, freedom, faith, competency, positive regard, and inclusion. As such, we do not tolerate language or behavior that demeans members of our classrooms based on age, ethnicity, race, color, religion, sexual orientation, gender identity, biological sex, disabilities (visible and invisible), socio-economic status, and national origin. Instead, we commit ourselves to the values of diversity and nondiscrimination, conducting our classroom as "a learning community where students are encouraged to question, to engage, to challenge, to explore, and ultimately, to embark on a rewarding personal and professional journey. This can be done only in an environment where diversity is honored and respected. Diversity of thought. Diversity of background. Diversity of faith." (Mark Heckler)

### **Covid 19-Related Policy**

These guidelines provided by the Office of the Provost are based on the current COVID-19 situation and are subject to change.

#### **Vaccination Requirements**

- COVID-19 vaccination requirements at Valpo remain the same. The University is requiring all faculty, staff, and students to be fully vaccinated (definition of fully vaccinated includes the initial vaccine series and one completed booster) to protect the health and safety of the entire University community as evidence supports that vaccination prevents the most serious illness. Medical and religious exemptions to the COVID-19 vaccination requirement will continue to be offered and considered on a case-by-case basis.
- The second COVID-19 booster shot is not currently required, but encouraged for those who are eligible. A second booster requirement is subject to change based on CDC and local/state Health Department guidance this year. Faculty and staff will be informed of any future requirements.

- Flu shots will not be required this year, but are strongly encouraged for all faculty, staff, and students. Flu shot opportunities will be communicated to faculty and staff later in the fall semester. Getting a flu shot will help our campus community stay healthy.

### Mask Guidance

- Mask usage will be optional for all healthy students, faculty, and staff. Masks are strongly encouraged for those who are not fully vaccinated due to their approved exemption.
- Individuals who are symptomatic should wear a mask and test themselves for COVID-19. If a faculty or staff member tests positive, they should notify their department chair or supervisor and then isolate at home for five days. After completing their 5-day isolation, faculty and staff can return to campus but must follow a strict mask requirement for five (5) additional days.
- Faculty and staff who are in direct contact with a positive COVID-19 person, but are asymptomatic, will be required to wear a mask for ten (10) days under current CDC guidelines.
- Faculty may require masks in their classrooms and labs at their discretion when conditions may call for such discretion. Faculty will notify students in their classes if this is a requirement for their course.

### Testing Guidance for Return in August

- Faculty and staff are strongly encouraged to take an “At-Home” COVID-19 test prior to returning to campus. In the event of a positive test only, faculty/staff should notify their dean or supervisor and isolate at home for five days. “At-Home” COVID-19 tests are currently available for free at <https://www.covid.gov/tests> or at most local pharmacies.

### Schedule of Topics and Assignments

Date	Chapters	Details / Assignments / Tests
W, August 24	Introduction	
M, August 29	Chapters 1, 2, 3	
W, August 31		Homework 1 (due September 4, 11:59 PM)
M, September 5		Labor Day, No Class
W, September 7		No Class Homework 2 (due September 11, 11:59 PM)
M, September 12	Chapters 6, 7	
W, September 14		Homework 3 (due September 18, 11:59 PM)
M, September 19	Chapters 9, 10	
W, September 21		Homework 4 (due September 25, 11:59 PM)
M, September 26	Chapters 4, 13	
W, September 28		Homework 5 (due October 2, 11:59 PM)
M, October 3	Chapters 12, 14	
W, October 5		Homework 6 (due October 9, 11:59 PM)
M, October 10	Chapters 11, 19	
W, October 12		Homework 7 (due October 16, 11:59 PM)
M, October 17		
W, October 19		Midterm Test
M, October 24		Performance of the Midterm Projects
W, October 26		Performance of the Midterm Projects
M, October 31	Chapters 5, 8	
W, November 2		
M, November 7		
W, November 9	Chapters 15, 16	Homework 8 (due November 11, 11:59 PM)
M, November 14		No Class
W, November 16		
M, November 21		Thanksgiving week, No Class
W, November 23		Thanksgiving week, No Class Homework 9 (due November 27, 11:59 PM)

M, November 28	Chapters 17, 18	
W, November 30		Final Test
M, December 5		Performance of the Final Projects
W, December 7		Performance of the Final Projects Homework 10 (due December 11, 11:59 PM)
M, December 12		Exam Week, No Class
W, December 14		Exam Week, No Class

\* This schedule is subject to change at the discretion of the instructor.