

MUS 100 / Online Course

# Fundamentals of Music Notation

Summer 2018, #41010/41372

Instructor: Jacob Adler

Contact: [Jacob.Adler@asu.edu](mailto:Jacob.Adler@asu.edu)

Office hours: please email the instructor to make an appointment

Office location: n/a

Office telephone: n/a

Skype address: n/a

Preferred method of contact: email

Course Website: <https://musicfundamentals.hol.asu.edu/>

Technical Support: <https://courses.hol.asu.edu/help/>

Enrollment requirements: none

## Course Objectives

- Recognize musical notation and terminology
- Distinguish basic concepts of music theory
- Develop proficiency in aural recognition skills

## Description

This online course introduces basic concepts of music notation, theory and aural recognition. No prior musical experience is necessary. Topics include note names, building scales, identifying intervals, key signatures, and rhythm and meter. Aural recognition is stressed throughout the course. (Students should be aware that the ability to develop aural skills varies from person to person. Some students will need more time and practice to become proficient.)

The course is self-paced; work is divided into four quarters. All work must be completed by 11:59pm, ARIZONA TIME by the date listed. Students may move ahead if they wish into the next quarter, as long as they complete the sections on time. The deadlines are:

Lessons 1-3, Interval Ear Training 1	11:59pm, Thursday, May 25
Lesson 4-5, Interval Ear Training 2, and Midterm	11:59pm, Tuesday, June 5
Lessons 6-8, Interval Ear Training 3-4	11:59pm, Friday, June 15
Lesson 9-10, Interval Ear Training 5, and Final	11:59pm, Monday, June 25

Some material on the site is for practice only, and does not count towards the final grade. However, the instructor strongly suggests the student complete all materials.

Please contact the instructor if you need assistance. The instructor will handle all questions related to course content, including concepts, exercises, lessons, and quizzes/exams.

### **Technical Support**

**Please do not contact your instructor with technical questions.** Herberger Online handles all technical questions and issues that may arise in this course.

**Please contact the support team immediately if you encounter technical issues while completing an assignment and you are unable to resolve the problem and reset your work.**

The Herberger Online support team is available to assist you 24 hours a day, 365 days a year. You may reach them anytime at:

- [holsupport@asu.edu](mailto:holsupport@asu.edu)
- <https://courses.hol.asu.edu/help/>
- 1-888-298-4117
- 480-965-3057 (International)

When contacting support, please provide:

- The full name of this course (ABC 123: Long Name)
- The title(s) of any assignment(s) you're having trouble with
- A brief description of the problem
- Detailed, step-by-step instructions to reproduce the problem

### **Workload and Time management:**

Students should expect to devote at least 2 hours to each lesson of this course.

WARNING! The material starts relatively easy and becomes progressively more difficult.

The student may need to devote more time to the final lessons. Please plan and budget your time accordingly. Do not wait until the last minute to finish the exams.

### **Quizzes and Exams:**

There will be 10 quizzes in the course: 1 for each of the 10 lessons. Each quiz has a time limit of **36 minutes**. It is recommended that you complete the quiz for a particular lesson after you have completed that lesson, while the material is fresh in your mind.

In addition to the quizzes, there will be 2 exams in the course: a Midterm and a Final. Each exam has a time limit of **102 minutes**.

All quizzes and exams will be taken online through the course website. Do not use a wireless Internet connection when taking quizzes or exams. **Verify that your computer is properly functioning before taking an exam.** Students are responsible for ensuring that their computer is functioning correctly. The course allows ample time to study and complete all material. **No assignment, quiz or exam resets will be allowed for any reason EXCEPT for documented technical problems from ASU technical support.**

You will be issued a unique receipt number for every successfully submitted quiz or exam. Please retain that number as proof of your successful completion of that assessment. Your score will be posted on the Grades page upon successful submission, but that unique receipt number will help Herberger Online locate your submission

should an error occur. PLEASE NOTE! **Course content will be unavailable while you are taking a quiz or exam.** Once you enter the quiz/exam, you will **NOT** be able to access course materials on the website.

Please refrain from opening any additional tabs/windows on your browser while taking a quiz or exam, as this could cause your submission to be unsuccessful.

### Resets

Should you encounter technical difficulties while taking a quiz or exam, DO NOT SUBMIT the assessment. Successful submissions must stand as posted and cannot be removed.

Instead, exit your browser and attempt to fix the problem (move to a different computer or contact Herberger Online via <https://herbergeronline.asu.edu/help>). Then, once the issue has been resolved, return to the Quizzes/Exams page to reset the assessment. The system will know that you are eligible for a reset and you just have to follow the links provided. This will allow you to start the quiz/exam over again.

Resetting a quiz/exam means the system will create a new quiz/exam for you. Any answers you provided before are already lost; you will be starting over again. Only one reset per quiz/exam is allowed, and only two resets are allowed for the semester.

### Grading Scale

Each of the 10 quizzes is worth 60 points, for a total of 600 points (making quizzes worth 64% of your overall grade in the course).

The Midterm and Final exams are each worth 170 points, for a total of 340 points (making exams worth 36% of your overall grade in the course).

Numeric grade	Letter grade	Numeric grade	Letter grade
912-940	A+	752-789	B-
884-911	A	724-751	C+
846-883	A-	658-723	C
818-845	B+	564-657	D
790-817	B	Below 563	E

### Technical Requirements:

Access to a **high-speed Internet connection** is required to take this course. There are numerous video and audio clips that will require this. Access to a **non-wireless, high-speed Internet connection** is required for test taking. The examinations will include audio and still images. Adequate bandwidth is essential. Because this course is entirely delivered via the Internet, you are responsible for making sure that the computer you use to access all course materials can adequately handle those materials. You should also ensure you are using the most up-to-date version of your preferred Internet browser. Finally, please **use headphones or stereo speakers** when listening to musical examples. Built-in computer speakers offer poor sound quality, and may reduce scores on assignments. For more information on requirements, please see the course Help page.

If your computer breaks at any time during the semester, it is your responsibility to locate Internet access for all course lessons, quizzes, exams, etc.

PLEASE NOTE! You are strongly encouraged not to enroll, or to drop immediately, if you do not have computer experience, if you are not willing or prepared to assume the added responsibility of a computer-based course, or if you plan to be away from a computer site with internet access for an extended period of time during the semester. Necessary required skills include downloading mp3 audio files as well as digital video clips, surfing the net, conferring via email, and other intermediate computer knowledge.

### **Course Itinerary:**

**Introduction:** Opening thoughts on music, sound, and theory.

**Lesson 1:** Rhythm. Identify the basic vocabulary of rhythmic symbols (durations and rests). Recognize notated rhythms by ear and by sight.

**Lesson 2:** Pitch. Locate keys on a piano keyboard. Identify pitches on the treble and bass clefs.

**Lesson 3:** Half/Whole Step. Identify the two smallest intervals by ear and by sight.

**Interval Ear Training 1 [m2-M3]:** Distinguish the sounds of 2 intervals: the minor 3rd and major 3rd.

**Lesson 4:** Major Scale. Recognize the structure of the major scale and the relationships between keys and key signatures.

**Lesson 5:** Meter. Recognize the relationship between metrical time and rhythm; be able to notate time signatures. Distinguish between simple and compound meter.

**Interval Ear Training 2 [m2-P5]:** Distinguish the sounds of 3 intervals: the perfect 4th, tritone, and perfect 5th.

**Lesson 6:** Rhythm Revisited. Differentiate between types of articulation, syncopated rhythm, rhythmic subdivisions (tuplets), asymmetric meter, mixed meter, and ornamentation.

**Interval Ear Training 3 [m2-M6]:** Distinguish the sounds of two intervals: the minor 6th and major 6th.

**Lesson 7:** Minor Scale/Modes. Recognize the structure of the modes derived from the major scale, 3 types of minor scales, and the relationships between minor key signatures.

**Interval Ear Training 4 [m2-M7]:** Distinguish the sounds of two intervals: the minor 7th and major 7th.

**Lesson 8:** Intervals. Measure the distance between any 2 pitches within an octave.

**Interval Ear Training 5 [review]:** Review of all intervals covered so far, from the minor 2nd to the perfect 8th (octave).

**Lesson 9:** Triads. Recognize the basis of harmony - 3-note chords, or triads - and be able to identify triads by ear and by sight.

**Lesson 10:** 7th Chords. Identify the three most common 4-note chords, or 7th chords. Identify how the 7th chords are derived from the major scale.

### **Course Drop or Withdrawal**

If you are unable to complete the course, it is your responsibility to arrange for withdrawal from the class. You will not be automatically withdrawn and unless you are officially withdrawn from the course you will receive a final grade based upon the total points you have earned for the semester. Students are required to pay all tuition and fees for any registered course unless enrollment is officially cancelled during the 100% refund period. Please visit the Academic Calendar to review the withdrawal deadlines for this semester. For more information on Drop/Add and Withdrawal visit:

<https://students.asu.edu/drop-add>

Consistent with ASU policy, withdrawals will be handled as per the following guidelines: Withdrawal before the end of the fourth week: A "W" will be recorded Withdrawal after the end of the fourth week: A "W" will be recorded if you have a passing grade at the time of withdrawal. An "E" will be recorded if you have a failing grade at the time of withdrawal.

### **Attendance & Absence Policy**

As an online course participant your attendance and absences are based on active participation in course discussion forums and timely submission of assignments. All due dates and times are in accordance with Arizona time.

### **Academic Integrity and Plagiarism**

Students are expected to adhere to the [ASU Student Code of Conduct](#).

Besides academic performance, students should exhibit the qualities of honesty and integrity. Every student is expected to produce his/her original, independent work. Any student whose work indicates a violation of the ASU Academic Misconduct Policy including cheating, plagiarism, and dishonesty will be subject to disciplinary action.

Plagiarism is defined as deliberately passing off someone else's words or ideas as your own. All necessary and appropriate sanctions will be issued to all parties involved with plagiarizing any and all course work. Plagiarism and any other form of academic dishonesty that is in violation with the Student Code of Conduct will not be tolerated. Arizona State University and the Herberger Institute for Design and the Arts expect the highest standards of academic integrity from all students. Failure to meet these standards may result in suspension or expulsion from the university or other sanctions as specified in the University Student Academic Integrity Policy. For more information, please see the ASU Student Academic Integrity Policy:

<http://provost.asu.edu/academicintegrity>. Per ASU policy, a student may not avoid the consequences of academic dishonesty by withdrawing from a course, and may be placed back in the course in order to face sanctions resulting from academic integrity violations. You are responsible for abiding by this policy.

In addition, ASU adheres to a university-wide Student Code of Conduct. The philosophy behind this policy states: The aim of education is the intellectual, personal, social, and ethical development of the individual. The educational process is ideally conducted in an environment that encourages reasoned discourse, intellectual honesty, openness to constructive change and respect for the rights of all individuals. Self-discipline and a respect for the rights of others in the university community are necessary for the fulfillment of such goals. The Student Code of Conduct is designed to promote this environment at each of the state universities.

The ASU student [academic integrity policy](#) lists violations in detail. These violations fall into five broad areas that include but are not limited to:

1. Cheating on an academic evaluation or assignment.
2. Plagiarizing.
3. Academic deceit, such as fabricating data or information.
4. Aiding academic integrity policy violations and inappropriately collaborating.
5. Falsifying academic records.

### **Student Conduct:**

You are expected to treat your instructor and your fellow classmates with respect and kindness. In all correspondence and in Discussion Board postings, you should show respect for the viewpoints of others who may disagree with you or see things from a different perspective. Criticizing, ridiculing, insulting, or belittling others will not be accepted. Keep in mind that electronic communications do not have the advantage of nonverbal cues that are so much a part of interpersonal communication. Humor or satire can sometimes be misinterpreted in strictly electronic communication forums.

**Online Activity Logs:** The Herberger Online servers log all course activity, and those logs are regularly reviewed during the course of normal business. These logs contain all requests you make while visiting the site: every image, video, web page, etc. Each request is logged with the time, down to the second, when it was made. If you contact your instructor, or Herberger Online, about a technical issue, these logs will be reviewed as part of that process.

### **Disruptive, Threatening or Violent Behavior**

Threatening, violent, or disruptive behavior will not be tolerated in this class, and will be handled in accordance with ASU policy. For more information please visit:

<https://eoss.asu.edu/dos/srr/PoliciesAndProcedures>

and <https://eoss.asu.edu/dos/safety/ThreateningBehavior>.

### **Title IX:**

Title IX is a federal law that provides that no person be excluded on the basis of sex from participation in, be denied benefits of, or be subjected to discrimination under any education program or activity. Both Title IX and university policy make clear that sexual violence and harassment based on sex is prohibited. An individual who believes they have been subjected to sexual violence or harassed on the basis of sex can seek support, including counseling and academic support, from the university. If you or someone you know has been harassed on the basis of sex or sexually assaulted, you can find information and resources at

<http://sexualviolenceprevention.asu.edu/faqs/students>.

### **Netiquette - online etiquette**

Netiquette, a social code that defines “good” online behavior is something to keep in mind during your online course interactions. Writing may be the only means of communication you have with classmates and instructors, so it is especially important to do this effectively. Follow the guidelines below to leave your mark as a knowledgeable, respectful and polite student who is also positioned to succeed professionally. Tips for appropriate netiquette can be found here,

<https://asuonline.asu.edu/newsroom/online-learning-tips/netiquette-online-students>.

### **Special Accommodations**

Your instructor is willing to make any reasonable adaptations for limitations due to any documented disability, including learning disabilities. Please contact the instructor during office hours or by appointment to discuss any special needs you may have. You must contact the Disability Resource Center to process the paperwork for special course accommodations. To request academic accommodations due to a disability, please contact the ASU Disability Resource Center (<http://www.asu.edu/studentaffairs/ed/drc/#> ; Phone: (480) 965-1234; TDD: (480) 965-9000). This is a very important step as accommodations may be difficult to make retroactively. If you have a letter from their office indicating that you have a disability which requires academic accommodations, in order to assure that you receive your accommodations in a timely manner, please present this documentation to me no later than the end of the first week of the semester so that your needs can be addressed effectively.

### **Disability Support Services:**

Students with disabilities must have an equally effective and equivalent educational opportunity as those students without disabilities. Students experiencing difficulty accessing course materials because of a disability are expected to contact the course instructor so that a solution can be found that provides all students equal access to course materials and technology.

### **Information for Students with Disabilities:**

If you have a documented disability, including a learning disability, and would like to discuss possible accommodations, please contact the ASU Disabilities Resources and Services Office at 480-965-1234 or email [DRC@asu.edu](mailto:DRC@asu.edu) <https://eoss.asu.edu/drc>. On then Tempe Campus: Matthews Center building, 1st floor

### **Student Rights and Responsibilities:**

Students must abide by all the requirements stated in this syllabus. In addition, all students should be aware of their rights and responsibilities at Arizona State University. Please reference the college catalog and student handbook for student rights and responsibilities. These can be found here:

[http://herbergerinstitute.asu.edu/students/undergrad/documents/student\\_handbook.pdf](http://herbergerinstitute.asu.edu/students/undergrad/documents/student_handbook.pdf)

### **Student Services & Resources:**

You will find a list of student resources at: <https://tutoring.asu.edu/student-resources>  
Resources included are advisement, registration, financial aid, disability services, counseling, tutoring, library, and more.

### **Academic Calendar and Important Dates**

The academic calendar can be found here: <https://students.asu.edu/academic-calendar>

### **The Writing Center**

Students have access to Academic Support Programs including tutoring and the writing center. Information on these resources can be found here, <https://tutoring.asu.edu/>.

### **Counseling & Consultation**

Students have access to Counseling & Consultation services. Information on this can be found here, <https://eoss.asu.edu/counseling>.

### **Health and Wellness**

Students have access to Health and Wellness services. Information on this can be found here, <https://eoss.asu.edu/health>, <https://wellness.asu.edu/>.

### **Changes to the Syllabus**

The syllabus is an implied contract between the instructor and the student. Consequently, it will not change in any significant way over the duration of the course. However, there are times when minor modifications need to be made. This being the case, the instructor will do everything in his power to keep changes to a minimum. If there are changes, students will be advised by email.

**Important Note:** Any form of academic dishonesty, including cheating and plagiarism, may be reported to the office of student affairs.

**Course policies are subject to change.** It is the student's responsibility to check HOLMS for corrections or updates to the syllabus. Any changes will be posted in HOLMS.