



**KENNESAW STATE**  
UNIVERSITY

SYLLABUS

COLLEGE OF THE ARTS

SCHOOL OF MUSIC

MUSI 3332/01: INSTRUMENTAL CONDUCTING

FALL 2021

## Course Information

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Class Meeting Time: Tuesdays and Thursdays, 9:00-9:50 am

Modality and Location: Face-to-Face; Kennesaw Campus, Music Building Room 109

## Instructor Information

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Name: Nathaniel F. Parker, DMA

Email: [nparke22@kennesaw.edu](mailto:nparke22@kennesaw.edu)

Office Location: Music Building, Room 114

Office Phone: (470) 578-4901

Office Hours: Tuesdays and Thursdays, 10:00-11:00 AM, or by appointment

Preferred Method of Communication: Email

## Course Description

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Fundamental elements of conducting including baton technique, score reading, cueing, expression, interpretation, and rehearsal skills with an emphasis on applying these techniques in practical conducting experiences involving instrumental and vocal ensembles. Required laboratory component.

Credit Hours: 2

Class Hours: 2

Lab Hours: 0

Prerequisite: Undergraduate Semester Level MUSI 2221, Minimum Grade of C.

## Course Materials

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### Required Materials:

1. *Basic Conducting Techniques*, 7th Edition, by Joseph A. Labuta and Wendy K. Matthews (2017). Hardback, paperback, and eBook versions are available to purchase and the eBook version is available to rent directly from the publisher [here](#) and on sites such as Amazon.com. All of these versions include access to the companion site for the textbook. Purchase or rental of used, hardback and paperback versions of the textbook is not recommended because access to the companion site is likely expired.  
**\*\*Note: This textbook will also be used during the spring semester instrumental conducting class.**
2. Access to the companion website for *Basic Conducting Techniques*, 7th Edition, by Joseph A. Labuta and Wendy K. Matthews (2017). (see above)

3. Conducting Baton with Teardrop or Pear-Shaped Handle and White Shaft. Batons are typically available in shaft lengths of 10 inches, 12 inches, and 14 inches. Measure the distance between your inner elbow and the middle of your palm. The length of your baton shaft should be approximately this distance; for most it will be 12 inches. The most cost-effective baton is made by [King David](#) and is available from many local music stores (call ahead) and online retailers. [Mollard Conducting Batons](#) and [Newland Conducting Batons](#) make quality batons that are more expensive; these batons are also available, typically at discounted prices, from local music stores (call ahead) and other online retailers.

*\*\*Note: The baton will also be used during the spring semester instrumental conducting class.*

4. Primary or Secondary Instrument
5. *Pevensey Castle* by Robert Sheldon. Full Score. Available for purchase [here](#).
6. *Dramatic Essay* by Mark Williams. Full Score. Available for purchase [here](#).

#### Technology Requirements:

1. Internet Access;
2. Access to Desire2Learn (D2L), KSU's online learning platform;
3. Video with audio streaming and recording device (smartphone is acceptable);
4. Respondus Lockdown Browser (This software is available to download for free on students' D2L homepage. Please make sure you have access to a device compatible with this software).

## Course Objectives

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At the end of this course, students will be able to:

1. Identify and define fundamental elements found in orchestra and band scores (layout, transpositions, terminology);
2. demonstrate clear, communicative physical technique with baton in the right hand (ictus, patterns, style, expression);
3. demonstrate clear, communicative, and independent physical technique with left hand (cues, style, expression);
4. summarize the three main steps in score analysis and demonstrate this procedure in the analysis of scores;
5. name the primary considerations/challenges related to the instrumental ensemble rehearsal, concert programming, and the administration of an instrumental music program.

## Course Requirements and Assignments

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Final Project: 1

Conducting Assignments: 11

Score Quizzes: 13

Lab Participation: 31

Assignments are explained in detail below.

## Evaluation and Grading Policies

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A student's final percentage grade in this course will be calculated to one (1) decimal place (e.g. 86.5%). A grade with a decimal of .8 or above will rounded up to the next whole number (e.g. 79.8 will round up to 80). The final letter grade will be assigned using the following scale:

A	≥ 90%
B	≥ 80%
C	≥ 70%
D	≥ 60%
F	< 60%

A student's final percentage grade in this course will be calculated in the following manner:

40%	Conducting Assignments
20%	Final Project
20%	Score Quizzes
20%	Class Participation
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100%	FINAL GRADE

### Conducting Assignments

There will be a total of eleven (11) conducting assignments this semester. All assignments involve the student creating a video of themselves conducting the prescribed etude(s), musical excerpt(s), or complete piece(s). The details for each assignment are provided in a separate document and on D2L. Students will upload their videos to VoiceThread via D2L. The instructor will evaluate each submission for a grade using a posted rubric. At the end of the course the one (1) lowest conducting assignment grade will be dropped when calculating this portion of the final course grade.

### Final Project

There are two (2) complete pieces all students will learn: *Pevensey Castle* by Robert Sheldon and *Dramatic Essay* by Mark Williams. For the final project, students conduct one (1) of these pieces—Sheldon for woodwinds/brass/percussion and Williams for strings—with the course lab orchestra. Failure to complete a final project will result in an automatic grade of “F” in the course, regardless of other assignment grades.

### Score Quizzes

There will be a total of thirteen (13), brief score quizzes this semester. Each quiz will be multiple choice and administered through D2L. Score Quizzes Nos. 1-10 will focus on score terminology, transposition, and other fundamentals. Score Quizzes Nos. 11-13 will focus on *Pevensey Castle* by Robert Sheldon and *Dramatic Essay* by Mark Williams. At the end of the course the two (2) lowest score quiz grades will be dropped when calculating this portion of the final course grade.

### Class Participation

This course has a significant, class participation component. Even if a student is not actively conducting during a class meeting, a great deal can be learned through the observation of others. Students also serve as a lab orchestra for their peers. All students are expected to arrive on time with all required materials for every class meeting, prepared to actively participate and make positive contributions. Attendance is also a factor; if one is not in attendance, one cannot participate and contribute. (see attendance policy, below) Class participation will be evaluated for each student at every class meeting. Each student begins the class meeting with ten (10) points. Students may lose points for arriving without the required course materials, lack of active engagement and participation in class meetings, and unexcused lateness or

absence; excused lateness or absence will not have a negative impact on a student's grade. (see attendance policy, below) At the end of the course the two (2) lowest lab participation grades will be dropped when calculating this portion of the final course grade.

## Course Policies

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**Academic Honesty:** Cheating, plagiarism, and any other forms of academic dishonesty are unacceptable. At a minimum, all instances of cheating and plagiarism will result in the grade of zero (0) for the assignment. Students engaging in flagrant plagiarism or cheating will receive no credit for their assignment; in instances of such a violation the instructor will notify the Department of Student Conduct and Academic Integrity (SCAI) and recommend that the maximum disciplinary action allowed by university policy be pursued.

**Attendance Policy:** Punctuality and attendance are expected at all class meetings. ***In the event of a lateness or absence, the instructor retains ultimate authority and discretion as to the determination of a lateness or absence as excused or unexcused.*** The instructor evaluates each request for an excused lateness or absence on a case-by-case basis; while each situation is unique, the following general principles apply.

1. It is the responsibility of the **student** to initiate a request for an excused lateness or absence and to follow up on the request, as appropriate. All lateness and absences are considered unexcused until the student initiates a request for an excused lateness or absence via email and the instructor replies with a final determination via email.
2. The instructor may request additional information or documentation regarding the lateness or absence.
3. Students must request an excused lateness or absence by **emailing** the instructor in advance of the lateness or absence. (Note: An email to [nparke22@kennesaw.edu](mailto:nparke22@kennesaw.edu) is the only form of communication that will be accepted as a request for an excused lateness or absence. Requests submitted by other means will not be considered.)
4. All requests for an excused lateness or absence placed after the lateness or absence occurs will be denied except in the cases of illness or personal emergency.
5. **\*\*If a student misses class(es) due to a confirmed diagnosis of COVID-19, university policy requires that they submit a COVID-19 accommodations request form through [Student Disability Services](#) before any accommodations (e.g. make-up work) can be made.**

**Class Meetings:** Class meetings will typically include an instructor presentation and a 'lab session,' in which students conduct an ensemble of their peers and the instructor provides feedback. Class meetings may also consist of student discussion and peer feedback sessions.

**Communication:** The instructor will only respond to emails sent to [nparke22@kennesaw.edu](mailto:nparke22@kennesaw.edu); please do not use D2L email. The instructor will not respond to emails sent from non-KSU email addresses; use only your [@students.kennesaw.edu](mailto:@students.kennesaw.edu) email address. The instructor will not discuss grades via email or phone; you must schedule an appointment. The instructor will respond to emails in the order in which they are received, with the exception of emergency situations. If you have not received a response within 48 hours, please re-send your email.

**Feedback:** Grades will be posted in the D2L gradebook as soon as they are available, typically within five (5) business days.

**Make-Up Work:** Students are responsible for meeting all due dates posted in Course Schedule (below) and the calendar on D2L. As a general rule, make-up work is not permitted for any assignments or examinations. Students who encounter unanticipated challenges causing them to miss deadlines should contact the instructor directly as soon as possible; in those circumstances the instructor will make every reasonable effort to offer accommodations. Any accommodations will be made on a case-by-case basis.

**Netiquette:** Please review the [Netiquette Guidelines](#). All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions, media postings, and chats.

**Open-Door Policy:** The instructor maintains an open-door policy. Students with questions or concerns about anything related to the course are welcome and encouraged to speak with the instructor directly, in private. The contents of any such conversations will not impact a student's grade.

## **KSU COVID-19 Policies and Information**

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### **Course Delivery**

KSU may shift the method of course delivery at any time during the semester in compliance with University System of Georgia health and safety guidelines. In this case, alternate teaching modalities that may be adopted include hyflex, hybrid, synchronous online, or asynchronous online instruction.

### **COVID-19 Illness**

If you are feeling ill, please stay home and contact your health professional. In addition, please email your instructor to say you are missing class due to illness. Signs of COVID-19 illness include, but are not limited to, the following:

- Cough
- Fever of 100.4 or higher
- Runny nose or new sinus congestion
- Shortness of breath or difficulty breathing
- Chills
- Sore Throat
- New loss of taste and/or smell

COVID-19 vaccines are a critical tool in "Protecting the Nest." If you have not already, you are strongly encouraged to get vaccinated immediately to advance the health and safety of our campus community. As an enrolled KSU student, you are eligible to receive the vaccine on campus. Please call (470) 578-6644 to schedule your vaccination appointment or you may walk into one of our student health clinics.

For more information regarding COVID-19 (including testing, vaccines, extended illness procedures and accommodations), see KSU's official [COVID-19 website](#).

### **Masks**

While masks are no longer mandated on campus, you are strongly encouraged to wear a mask when in class if you have not received a COVID-19 vaccination.

## **Institutional Policies**

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[Federal, BOR, & KSU Course Syllabus Policies](#)

[Academic Integrity Statement](#)

## **KSU Student Resources**

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[Click here](#) to access information on policies and resources available to students.

# Course Schedule

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## Week 1: August 16-22

**Topics:** Course Introduction, Baton Grip, Preparatory Position

**Materials:** Course Syllabus, Textbook, Textbook Companion Site, Conducting Baton

**Reading** (due by 9:00 am on Tuesday): Course Syllabus, Textbook Chapter 1—Introduction and Overview, Developing Your Conducting Skill, Holding the Baton, The Preparatory Position

**Assignments** (due by 11:59 pm on Sunday): Obtain All Required Course Materials

**\*\*Friday, August 20, 11:45 pm: Drop/Add Ends**

## Week 2: August 23-29

**Topics:** Ictus, 3 Basic Beat Styles, Downbeat Preparation, Downbeat Release, Score Layout, Transposition

**Materials:** Textbook, Textbook Companion Site, Conducting Baton, Instrument

**Reading** (due by 9:00 am on Tuesday): Textbook Chapter 1—The Preparatory Beat, Wrist Action, The Release Gesture; Textbook Chapter 2—all; Textbook Chapter 9—all

**Assignments** (due by 11:59 pm on Sunday): Score Quiz #1, Conducting Assignment #1

## Week 3: August 30-September 5

**Topics:** Duple and Triple Beat Subdivisions, Conducting Patterns—2, 3, 4, Score Terminology

**Materials:** Textbook, Textbook Companion Site, Conducting Baton, Instrument

**Reading** (due by 9:00 am on Tuesday): Review Relevant Portions of Textbook Chapter 2, As Needed

**Assignments** (due by 11:59 pm on Sunday): Score Quiz #2, Conducting Assignment #2

## Week 4: September 6-12

**Topics:** Conducting Pattern—6, Sub-Divided Beat Patterns, Score Analysis Step 1—Acquire an Aural Concept

**Materials:** Textbook, Textbook Companion Site, Conducting Baton, Instrument

**Reading** (due by 9:00 am on Tuesday): Textbook Chapter 5—all, Textbook Chapter 12—all

**Assignments** (due by 11:59 pm on Sunday): Score Quiz #3, Conducting Assignment #3

## Week 5: September 13-19

**Topics:** Changing and Asymmetrical Meters, Score Analysis Step 2—Anticipate Problems of Conducting

**Materials:** Textbook, Textbook Companion Site, Conducting Baton, Instrument

**Reading** (due by 9:00 am on Tuesday): Textbook Chapter 6—all, Textbook Chapter 12—Review As Needed

**Assignments** (due by 11:59 pm on Sunday): Score Quiz #4, Conducting Assignment #4

## **Week 6: September 20-26**

**Topics:** Prep Beats and Releases on All Counts, Score Analysis Step 3—Anticipate Problems of Ensemble and Rehearsal

**Materials:** Textbook, Textbook Companion Site, Conducting Baton, Instrument

**Reading** (due by 9:00 am on Tuesday): Textbook Chapter 3—all; Textbook Chapter 12—Review As Needed

**Assignments** (due by 11:59 pm on Sunday): Score Quiz #5, Conducting Assignment #5

## **Week 7: September 27-October 3**

**Topics:** Fractional Prep Beats; The Instrumental Rehearsal

**Materials:** Textbook, Textbook Companion Site, Conducting Baton, Instrument

**Reading** (due by 9:00 am on Tuesday): Textbook Chapter 4—all; Textbook Chapter 13—all

**Assignments** (due by 11:59 pm on Sunday): Score Quiz #6, Conducting Assignment #6

## **Week 8: October 4-10**

**Topics:** The Left Hand—Cues; Selecting Repertoire and Concert Programming

**Materials:** Textbook, Textbook Companion Site, Conducting Baton, Instrument

**Reading** (due by 9:00 am on Tuesday): Textbook Chapter 8—all

**Assignments** (due by 11:59 pm on Sunday): Score Quiz #7, Conducting Assignment #7

## **Week 9: October 11-17**

**Topics:** The Left Hand—Dynamics and Phrasing; Administrating an Instrumental Program

**Materials:** Textbook, Textbook Companion Site, Conducting Baton, Instrument

**Reading** (due by 9:00 am on Tuesday): Textbook Chapter 10—all

**Assignments** (due by 11:59 pm on Sunday): Score Quiz #8, Conducting Assignment #8

## **Week 10: October 18-24**

**Topics:** Fermatas

**Materials:** Textbook, Textbook Companion Site, Conducting Baton, Instrument

**Reading** (due by 9:00 am on Tuesday): Textbook Chapter 7—all

**Assignments** (due by 11:59 pm on Sunday): Score Quiz #9, Conducting Assignment #9

**\*\*Thursday, October 21, 11:45 pm: Deadline to Withdraw Without Academic Penalty**

## **Week 11: October 25-October 31**

**Topics:** Tempo and Style Changes

**Materials:** Textbook, Textbook Companion Site, Conducting Baton, Instrument

**Reading** (due by 9:00 am on Tuesday): Textbook Chapter 11—all

**Assignments** (due by 11:59 pm on Sunday): Score Quiz #10, Conducting Assignment #10

## **Week 12: November 1-7**

**Topics:** *Pevensey Castle* by Robert Sheldon and *Dramatic Essay* by Mark Williams

**Materials:** Conducting Baton, Sheldon Score, Williams Score, Instrument

**Reading** (due by 9:00 am on Tuesday): n/a

**Assignments** (\*\*due by 9:00 am on Tuesday\*\*): Complete Score Analysis Steps 1-3 on Both Sheldon and Williams; (due by 11:59 pm on Sunday): Score Quiz #11

## **Week 13: November 8-14**

**Topics:** *Pevensey Castle* by Robert Sheldon and *Dramatic Essay* by Mark Williams (continued)

**Materials:** Conducting Baton, Sheldon Score, Williams Score, Instrument

**Reading** (due by 9:00 am on Tuesday): n/a

**Assignments** (due by 11:59 pm on Sunday): Score Quiz #12

## **Week 14: November 15-21**

**Topics:** *Pevensey Castle* by Robert Sheldon and *Dramatic Essay* by Mark Williams (continued)

**Materials:** Conducting Baton, Sheldon Score, Williams Score, Instrument

**Reading** (due by 9:00 am on Tuesday): n/a

**Assignments** (due by 11:59 pm on Sunday): Score Quiz #13, Conducting Assignment #11

## **November 22-28**

**\*\*NO CLASSES: Thanksgiving Break**

## **Week 15: November 29-December 5**

**Topics:** *Pevensey Castle* by Robert Sheldon and *Dramatic Essay* by Mark Williams (continued)

**Materials:** Conducting Baton, Sheldon Score, Williams Score, Instrument

**Reading** (due by 9:00 am on Tuesday): n/a

**Assignments** (due by 11:59 pm on Sunday): n/a

**\*\*Individual 30-minute consultations with instructor scheduled outside of class time**

**\*\*Monday, November 29: Deadline to Withdraw for the Term With a WF**

## **December 6-12**

**\*\*Thursday, December 9: 10:30 am-12:30 pm, Final Project Performances**

**Topics:** *Pevensey Castle* by Robert Sheldon and *Dramatic Essay* by Mark Williams

**Materials:** Conducting Baton, Sheldon Score, Williams Score, Instrument

**Reading** (due by 9:00 am on Tuesday): n/a

**Assignments** (due by 11:59 pm on Sunday): n/a