

ORCHESTRATION & ARRANGING WINTER 2024

MUSIC 390

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CLASS SCHEDULE

Section	Location	Time	Instructor(s)
MUSIC 390 001 [SEM]	CGR 1208	Wednesdays 6:30 p.m. - 9:20 p.m.	Karen Sunabacka karen.sunabacka@uwaterloo.ca
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INSTRUCTOR & TA (TEACHING ASSISTANT) INFORMATION

Instructor: Dr. Karen Sunabacka (She/Her)

Office Hours: Mondays/Wednesdays (and some Fridays) 2pm-4pm

Office Location: CGR 1108 (or book an [appointment](https://outlook.office365.com/owa/calendar/bkg-OfficeHoursKarenSunabacka@uwaterloo.ca/bookings/) (https://outlook.office365.com/owa/calendar/bkg-OfficeHoursKarenSunabacka@uwaterloo.ca/bookings/) for in-person or ONLINE)

Phone: 519-885-0220 (but best to send an email, visit during office hours, or book an appointment online)

Email: karen.sunabacka@uwaterloo.ca

COURSE DESCRIPTION

Calendar Description for MUSIC 390

A special study of a selected topic in music. Consult department for details. [Note: This is a repeatable course, subject to different content; it may be completed a total of three times.]

An exploration of the instruments of the orchestra and the techniques of musical composition and arranging. The course will give the students tools for composing and arranging for orchestra in various styles while maintaining their unique voice. Emphasis will be placed on learning the unique instruments of the orchestra, score preparation and live performance.

LEARNING OUTCOMES

By the end of this course students should be able to:

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| Arrange or compose music for a variety of ensembles. |
| Understand how transposing instruments work and arrange for a variety of transposing instruments. |
| Recognise the sounds and timbres of different instruments in all instrumental groups of the orchestra. |
| Recognise orchestral repertoire from the baroque, classical, romantic, and 20th-21st century. |
| Write and arrange for full orchestra, demonstrating an understanding of balance and proportion. |
| Demonstrate an understanding of how the instruments are historically used in an orchestral setting. |
| Be familiar with at least one computer program that can help with orchestral composition. |

TENTATIVE COURSE SCHEDULE

Week 1 (Jan 10)

- Introduction to course
- Divisions into Groups
- Introduction to the Orchestra. (Chapter 1) (Read in-class and write a reflection on what you wish to learn in this course)

Week 2 (Jan 17)

- Bowed String Instruments (Chapter 2)
- Group PRESENTATION? - Individual Bowed String Instruments and Plucked String Instruments (Chapters 3 and 4)
- Scoring for Strings (Chapter 5)

Week 3 (Jan 24)

- Assignment 1 DUE - Monday Jan 22 at 4:30pm
- The Woodwind Choir (Chapter 6)

Week 4 (Jan 31)

- Group PRESENTATION - Individual Woodwinds (Chapter 7)
- Scoring for Woodwinds and Woodwind-string combinations (Chapter 8)

Week 5 (Feb 7)

- DUE Friday Monday Feb 5 - Assignment 2 (Arrangement for woodwinds and strings)
- Introduction to Brass (Chapter 9)

Week 6 (Feb 14)

- Group PRESENTATION - Individual Brass Instruments (Chapter 9)
- Scoring for Brass (Chapter 10)

READING BREAK (Feb 17-25)

Week 7 (Feb 28)

- DUE TUESDAY Feb 27th - Assignment 3
- Introduction to Percussion (Chapter 12)

Week 8 (Mar 6)

- Group Presentation - Percussion - Chapters 12-14
- Percussion in Orchestras and Discussion about Final Project.

Week 9 (Mar 13)

- DUE Monday Mar 11: Assignment 4 (Percussion Ensemble)
- Scoring for Orchestra and Transcribing for Orchestra (Chapters 15 & 17) (Maybe keyboard instruments)

Week 10 (Mar 20)

- Bring to class - DRAFT of FULL Score
- Scoring for Orchestra and Transcribing for Orchestra (Chapters 15 & 17)
- (The Orchestra as Accompaniment) and Scoring for Band or Wind Ensemble. Creating Parts.

Week 11 (Mar 27)

- DUE Monday Mar. 25 - Score and Parts.
- The Preparation of the Score and Parts.

Week 12 (Apr 3)

- Orchestra Reading
- Discussion of reading session

FINAL Project REVISED as well as reflection - DUE Wednesday April 17th.

TEXTS / MATERIALS

Title / Name	Notes / Comments	Required
Adler, Samuel. The Study of Orchestration, 4th ed. New York: WW Norton and Company: 2016		Yes
Music Notation Program (MuseScore, Finale, Sibelius, or Dorico)		Yes
Music Manuscript Paper or manuscript notebook for taking notes and in-class practice		Yes
Pencils, erasers, and rulers.		Yes
Gould, Elaine. Behind Bars: The Definitive Guide to Music Notation	Available in the Milton Good Library	No

You will need access to Music Notation software in order to prepare your score and parts. MuseScore is FREE to download and use (the latest version is always the best and they are at 4.2 at this point: <https://musescore.org/en>). The

class will be learning how to professionally prepare score and parts for a large professional ensemble.

STUDENT ASSESSMENT

Component	Value
Chapter Assignments (Strings, Winds, Brass, Percussion)	40% (10% per assignment)
Presentation	10%
Instrument/Family Manuscript Summary/Journal	10%
Final Project (Arrangement for FULL Orchestra)	20%
REVISED Final Project (After reading session) with written observations and evaluation.	10%
Attendance and Participation	10%

Assignments are generally due when we complete the study on an orchestral section (strings, winds, brass, percussion.) This occurs every 2-3 weeks depending on the section. I will expect the assignment to be submitted at the beginning of class, on the day that it is due.

The **Presentation** is a group presentation about one of the instrument families in the orchestra: Strings, Winds, Brass, and Percussion. I will let each group decide how they will present and your presentations can be a combination of what is written in the textbook as well as your own experience with the instruments. You can either present on a instrument you are familiar with, OR challenge yourself with an unfamiliar instrument family.

Instrument/Family Manuscript Summary/Journal: At the moment I can't think of a better title for this - but as we learn about each instrument group I want you to be keeping an organized document (can be digital, but I will have special manuscript paper for this), where you will be keeping track of the range, transpositions (if any) and general characteristics of each instrument. This will aid you for your assignments, as well as for the full orchestration.

The **Final Project** is the goal of the semester – a 2-4 minute arranged piece for full orchestra. You must properly prepare the score and parts for full orchestra. This score and parts will then be read by orchestra@uwaterloo.

Final Project WITH REVISIONS: After you hear your final project performed by orchestra@uwaterloo, you will have the opportunity to revise your piece based on what you heard during the reading session. I will ask you to write a 250-500 word reflection on the reading session, and the revisions that you decided to complete. More information will be given in class.

Attendance & Participation: This class is a seminar, and only meets once a week. Your learning will depend on being in class every week and participating fully in the presentations both as a presenter and as a listener.

LATE ASSIGNMENTS will not be accepted, however I will give each student four days over the course of the term in which a late assignment will be accepted. For example, student A has something come up and they can't get their assignment in on time, they can hand it in TWO days after it is due. Student A then has two more day to use and can hand-in one more assignment two-days late. Student B may have something major come up and decide on one occasion to hand in an assignment 4 days late. Student B now has no more days in which to hand in a late assignment.

ASSIGNMENT SCREENING

No assignment screening will be used in this course.

NOTICE OF RECORDING

The orchestra reading (Final Project) will be recorded, and the class may decide to have other projects recorded if we are sight-reading them in class.

ADMINISTRATIVE POLICY

Territorial Acknowledgement: The University of Waterloo acknowledges that much of our work takes place on the traditional territory of the Neutral, Anishinaabeg and Haudenosaunee peoples. Our main campus is situated on the Haldimand Tract, the land granted to the Six Nations that includes six miles on each side of the Grand River. Our active work toward reconciliation takes place across our campuses through research, learning, teaching, and community building, and is centralized within the [Office of Indigenous Relations](https://uwaterloo.ca/indigenous) (<https://uwaterloo.ca/indigenous>)

ACADEMIC FREEDOM AT THE UNIVERSITY OF WATERLOO

[Policy 33, Ethical Behaviour](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-33) (<https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-33>) states, as one of its general principles (Section 1), “The University supports academic freedom for all members of the University community. Academic freedom carries with it the duty to use that freedom in a manner consistent with the scholarly obligation to base teaching and research on an honest and ethical quest for knowledge. In the context of this policy, 'academic freedom' refers to academic activities, including teaching and scholarship, as is articulated in the principles set out in the Memorandum of Agreement between the FAUW and the University of Waterloo, 1998 (Article 6). The academic environment which fosters free debate may from time to time include the presentation or discussion of unpopular opinions or controversial material. Such material shall be dealt with as openly, respectfully and sensitively as possible.” This definition is repeated in Policies 70 and 71, and in the Memorandum of Agreement, Section 6

ACCOMMODATING RELIGIOUS AND SPIRITUAL OBSERVANCES

The University of Waterloo has a duty to [accommodate religious, spiritual, and other creed-based beliefs and practices](https://ugradcalendar.uwaterloo.ca/page/Acad-Regs-Accommodations) (<https://ugradcalendar.uwaterloo.ca/page/Acad-Regs-Accommodations>) under the Ontario Human Rights Commission (2015) [Policy on preventing discrimination based on creed](https://www.ohrc.on.ca/en/policy-preventing-discrimination-based-creed) (<https://www.ohrc.on.ca/en/policy-preventing-discrimination-based-creed>). Students may seek accommodations for missed course components on religious, spiritual, or other creed grounds. In such cases the students should please consult the instructor within two weeks of the announcement of the due date for which the accommodation is being sought.

ANTI-RACISM STATEMENT

The University of Waterloo does not tolerate racism or any other form of discrimination and expects campus community members to contribute to a culture where all members feel safe and valued. Any member of the campus community who has experienced racism or discrimination at the University is encouraged to review available processes for addressing their concerns under Policy 33 – Ethical Behaviour and to seek guidance from the Equity Office via email at equity@uwaterloo.ca (<https://uwaterloo.ca/presidents-anti-racism-taskforce/part-report/equity@uwaterloo.ca>) or through their [website](https://uwaterloo.ca/equity-diversity-inclusion-anti-racism/) (<https://uwaterloo.ca/equity-diversity-inclusion-anti-racism/>)

MENTAL HEALTH SUPPORT

All of us need a support system. The faculty and staff in Arts encourage students to seek out mental health support if they are needed.

On campus supports

All of us need a support system. The faculty and staff in Arts encourage students to seek out mental health and counselling if they are needed. For counselling (individual or group) reach out to [Campus Wellness and Counselling Services](https://uwaterloo.ca/campus-wellness/counselling-services). (<https://uwaterloo.ca/campus-wellness/counselling-services>) Counselling Services strives to provide a secure, supportive environment for students of all orientations and backgrounds. They offer confidential counselling for a variety of areas including anxiety, stress management, depression, grief, substance use, sexuality, relationship issues, and much more.

Other on-campus supports

- [MATES](https://wusa.ca/services/uw-mates) (<https://wusa.ca/services/uw-mates>) : one-to-one peer support program offered by the Waterloo Undergraduate Student Association (WUSA) and Counselling Services
- Download the [WatSafe app](https://uwaterloo.ca/watsafe/) (<https://uwaterloo.ca/watsafe/>) to your phone to quickly access mental health support information
- [Empower Me](https://uwaterloo.us11.list-manage.com/track/click?u=f5194df42b6fc63ac2fo875eb&id=6859501915&e=d4e4205e24) (<https://uwaterloo.us11.list-manage.com/track/click?u=f5194df42b6fc63ac2fo875eb&id=6859501915&e=d4e4205e24>) : to access create an account on the Dialogue mobile app or on the web at www.studentcare.ca/dialogue (<http://www.studentcare.ca/dialogue>)
- [Sexual Violence Prevention and Response Centre](https://uwaterloo.ca/sexual-violence-prevention-response-office/) (<https://uwaterloo.ca/sexual-violence-prevention-response-office/>) - supports all members of the University of Waterloo campus community who have experienced or been impacted by sexual violence.

Off campus supports

- [Good2Talk](https://good2talk.ca/) (<https://good2talk.ca/>) : Free confidential help line for post-secondary students. Phone: 1-866-925-5454
- Grand River Hospital: Emergency care for mental health crisis. Phone: 519-749-4300
- [St. Mary's Hospital](https://uwaterloo.us11.list-manage.com/track/click?u=f5194df42b6fc63ac2fo875eb&id=f9ffc07602&e=d4e4205e24) (<https://uwaterloo.us11.list-manage.com/track/click?u=f5194df42b6fc63ac2fo875eb&id=f9ffc07602&e=d4e4205e24>) - 519-744-3311
- [Here 24/7](https://here247.ca/) (<https://here247.ca/>) : Mental Health and Crisis Service Team. Phone: 1-844-437-3247
- 988 Suicide Crisis Helpline: a 24/7 urgent mental health care three-digit helpline
- [OK2BME](https://ok2bme.ca/) (<https://ok2bme.ca/>) : set of support services for Two-Spirit, lesbian, gay, bisexual, trans, queer, intersex, asexual (@SLGBTQIA+) and questioning kids, teens, adults, and their families in Waterloo Region. Phone: 519-884-0000 or e-mail ok2bme@caminowellbeing.ca (<mailto:ok2bme@caminowellbeing.ca>)
- [Sexual Assault Support Centre of Waterloo Region](http://www.sascwr.org/) (<http://www.sascwr.org/>) - offers individual counselling to people of all genders, 16+ who have been sexually assaulted at any point in their lives. As well as short-term support for family members or friends of sexual assault survivors. Also, information and referrals

More information about resources and supports for students can be found online in on the [Faculty of Arts Student Support](https://uwaterloo.ca/arts/undergraduate/student-support/) (<https://uwaterloo.ca/arts/undergraduate/student-support/>) page.

PRONOUNS AND CHOSEN OR PREFERRED FIRST NAME

Students can verify their chosen or preferred first name by logging into [WatIAM](https://idm.uwaterloo.ca/watiam/) (<https://idm.uwaterloo.ca/watiam/>) . Your chosen or preferred first name listed in WatIAM will be used across campus (e.g., in LEARN, Quest,

WaterlooWorks, WatCard, etc). Your legal first name will always be used on certain official documents, such as diplomas and transcripts.

Students can view and change their pronouns in [Quest](https://uwaterloo.ca/quest/help/students/how-do-i/view-or-update-my-personal-information) (https://uwaterloo.ca/quest/help/students/how-do-i/view-or-update-my-personal-information) . Should you choose to include your pronouns in Quest, your pronouns will be accessible by instructors, advisors, and employees with access to Quest. If no pronoun is added, the field in Quest will remain blank.

UNIVERSITY POLICY

Academic integrity: In order to maintain a culture of academic integrity, members of the University of Waterloo community are expected to promote honesty, trust, fairness, respect and responsibility. [Check [the Office of Academic Integrity](https://uwaterloo.ca/academic-integrity/) (https://uwaterloo.ca/academic-integrity/) for more information.]

Grievance: A student who believes that a decision affecting some aspect of their university life has been unfair or unreasonable may have grounds for initiating a grievance. Read [Policy 70, Student Petitions and Grievances, Section 4](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-70) (https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-70) . When in doubt, please be certain to contact the department's administrative assistant who will provide further assistance.

Discipline: A student is expected to know what constitutes academic integrity to avoid committing an academic offence, and to take responsibility for their actions. [Check [the Office of Academic Integrity](https://uwaterloo.ca/academic-integrity/) (https://uwaterloo.ca/academic-integrity/) for more information.] A student who is unsure whether an action constitutes an offence, or who needs help in learning how to avoid offences (e.g., plagiarism, cheating) or about “rules” for group work/collaboration should seek guidance from the course instructor, academic advisor, or the undergraduate associate dean. For information on categories of offences and types of penalties, students should refer to [Policy 71, Student Discipline](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-71) (https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-71) . For typical penalties, check [Guidelines for the Assessment of Penalties](https://uwaterloo.ca/secretariat/guidelines/guidelines-assessment-penalties) (https://uwaterloo.ca/secretariat/guidelines/guidelines-assessment-penalties) .

Appeals: A decision made or penalty imposed under [Policy 70, Student Petitions and Grievances](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-70) (https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-70) (other than a petition) or [Policy 71, Student Discipline](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-71) (https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-71) may be appealed if there is a ground. A student who believes they have a ground for an appeal should refer to [Policy 72, Student Appeals](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-72) (https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-72) .

Note for students with disabilities: [AccessAbility Services](https://uwaterloo.ca/accessability-services/) (https://uwaterloo.ca/accessability-services/) , located in Needles Hall, Room 1401, collaborates with all academic departments to arrange appropriate accommodations for students with disabilities without compromising the academic integrity of the curriculum. If you require academic accommodations to lessen the impact of your disability, please register with AccessAbility Services at the beginning of each academic term.

Turnitin.com: Text matching software (Turnitin®) may be used to screen assignments in this course. Turnitin® is used to verify that all materials and sources in assignments are documented. Students' submissions are stored on a U.S. server, therefore students must be given an alternative (e.g., scaffolded assignment or annotated bibliography), if they are concerned about their privacy and/or security. Students will be given due notice, in the first week of the term and/or at the time assignment details are provided, about arrangements and alternatives for the use of Turnitin in this course.

It is the responsibility of the student to notify the instructor if they, in the first week of term or at the time assignment details are provided, wish to submit alternate assignment.