Instructor: Ms. Jennifer McAtee  
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Office Hours: TBA  
Class Location: C365

Course Description: Introduction to the basic elements of music theory for non-music majors: scales, intervals, keys, triads, elementary ear training, keyboard harmony, notation, meter, and rhythm. (3 Lec.)

Coordinating Board Academic Approval Number 5009045426

Prerequisite(s): NONE.

Required Materials: No textbook needed.

Course Rationale: This course provides students with basic musical skills, which will not only enhance their understanding of music, but will also foster understanding of all types of music. This course will enhance the well-rounding of any student and also will give the student a strong foundation should they desire to pursue music on any other level.

Learning Outcomes

Upon successful completion of this course, students will:
1. Construct all major and minor scales and key signatures.
2. Construct simple and compound intervals, triads and seventh chords of any quality.
3. Identify and perform basic rhythmic and pitch patterns common in tonal music, and properly notate basic rhythms in simple or compound meters.
4. Identify fundamental musical elements aurally and/or on the keyboard.
5. Use appropriate musical vocabulary to describe theoretical concepts.

Evaluative Measures:
1. Homework assignments
2. Tests  
3. Concert Review  
4. In class work  

ASSIGNMENTS/TESTS:  
There will be daily assignments given to reinforce material taught during the class hour. These assignments are always due the next class period at the start of class. ASSIGNMENTS WILL NOT BE ACCEPTED AT THE END OF THE CLASS. It is the responsibility of the student to be in class on time to submit the assignment. All assignments are to be done in pencil. Assignments done in pen will not be accepted.

ASSIGNMENT MAKE-UP POLICY: If you miss a class it is your responsibility to contact another student in the class to find out what the assignment was. DO NOT email me and ask if we did anything during the last class period. Of course, you missed something! Be sure to make a friend in the class that you can contact and find out what was covered in class. I will accept no more than 2 assignments one class period late for half credit. Late work is late and when you hand me an assignment and say “here, I wasn’t in class last time,” it will be counted as one of your 2 late assignments. Late concert reviews and in class assignments will not be accepted late.

BONUS: You may attend two musical events during the semester for five bonus points each. To receive the bonus points, students are to post on the Blackboard site in the discussion board within 7 days of the event to receive points. Instructions on what to include in the post are listed in the bonus discussion board on Blackboard.

TESTS: There will be two tests and a final. If you are late and arrive after the first test has been completed you may not take the test. It is very important that you are on time and ready to take the test. Cheating of any kind will result in failure. Make-up exams are only given in the event of an extreme documented emergency. If a documentable emergency arises, you must explain the situation and include your documentation. At that point, a make-up exam will be discussed and if the situation warrants, a make-up time will be set. Documentable examples would be paperwork from hospitalization, police report for a car accident, or funeral documentation for a close family member. Missed tests approved for a make-up test must be made up at a time agreed upon with the instructor. Forgetfulness, trips, and vacations are not valid excuses for missing tests. Make-up tests will not be given if you contact me after the test has occurred. IF YOU MISS THE FINAL, IT CAN’T BE MADE UP.

GRADES:
Grades are earned not given. Each daily decision you make greatly impacts your final grade. Failure to turn in the daily assignments will hurt your grade. You do not receive points for assignments that you haven’t done. Meaning to do it, forgetting to bring it to class and not being in class to turn it in are all choices that you make. Those choices impact your grade. Please remember that you can’t make poor choices all semester and hope for a miracle at the end.

Grades in this course are based on the following: (These are approximate totals and may change depending on the needs of the class.)

**Exams/Final:** 40%
**Daily Assignments:** 50%
**Concert Review:** 10%

**Participation points:** Participation points are earned by being in class on time, not using your phone/computer during class, turning in assignments and participating in class work.

**What if I have a 79.1% at the end of the semester?** Borderline grades, which are deemed .5 or higher, will be rounded up based on completed assignments, and concert review. Anything under .5 will not be bumped. For example, a 79.0% is not a borderline grade. If you do not complete the concert review you will not be bumped up a letter grade under any circumstance. Students who have shown consistent participation in class by turning in assignments, participating in class and turning in the concert review will be bumped up.

**ATTENDANCE POLICY:**
Daily attendance is mandatory for your success. Attendance will be taken daily at the beginning of class. Students arriving later than 15 minutes for class will not be counted present. Please be on time. Attendance will affect your participation grade. If you will not be in class, **it is your responsibility to contact another classmate to find out what assignment was given.**

**ACADEMIC WITHDRAWAL POLICY:**
If you are unable to complete this course, it is your responsibility to withdraw formally. The last day to drop is **NOVEMBER 14, 2019.** Failure to do so will result in your receiving a performance grade of an “F.” If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a “W” (Withdraw) in each class dropped.

**STOP BEFORE YOU DROP!** For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated 6 non-
exempt drops, you cannot drop any other courses with a “W.” Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges.

**CELL PHONE POLICY:**
While all of us enjoy being digitally connected at all times, cell phones are an extreme distraction in our class. Since our class is participation driven and learning-centered, there is no lecturing. There is no need for a laptop, and they will not be allowed in class. **Students are required to PUT AWAY all cell phones, and electronic devices for the duration of the class.**

**DISCLAIMER RESERVING RIGHT TO CHANGE SYLLABUS:**
The instructor reserves the right to amend this syllabus as necessary to meet the needs of the students and the course objectives.

**Institutional Policies**
All El Centro students are responsible for knowing and adhering to the following institutional and course-related policies. Institutional policies can be accessed from the following link:

[www.elcentrocollege.edu/syllabipolicies](http://www.elcentrocollege.edu/syllabipolicies)