

**APPLIED HARPSICHORD**  
University of Florida  
School of Music

MVK 1412 & MVK 2422

**SPRING 2016 -- CLASS MEETING TIMES**

*Weekly **required** meeting times:*

Individual Applied Lesson: TBA  
Individual Practice Sessions: TBA  
Studio Class: TBD

**Instructor:** Dr. Laura Ellis, 326 MUB  
Phone: 352-273-3181  
E-mail: [lrellis@ufl.edu](mailto:lrellis@ufl.edu)  
Office Hours: TBA

(office hours will be announced following the scheduling of all applied lessons)

**REQUIRED TEXTS**

Throughout the course of the semester, the student may be required to purchase harpsichord literature relevant to their level of expertise.

Beginning students are encouraged to purchase the following text:

Bond, Ann. *A Guide to the Harpsichord*. Portland, OR: Amadeus Press, 1997. (ML 651 .B66 1997)

**PURPOSES AND GOALS**

Applied harpsichord lessons are designed to provide the student with a solid foundation in keyboard technique and instrument construction. The course of study will include technical exercises and representative literature.

**ATTENDANCE**

**Lesson and practice session attendance is required of all students.**

Predicted absenteeism should be discussed with the instructor no less than one week prior to the event. Tardiness and leaving early will effect attendance record.

If you must be absent, please contact me prior to lesson or studio time:

Phone: 352-392-0223, ext. 221

E-mail: [lrellis@ufl.edu](mailto:lrellis@ufl.edu)

**GRADE DISTRIBUTION**

Weekly Lesson Grade:	---	60%
Practice Hours:	---	20%
Jury:	---	15%
Portfolio:	---	5%

## GRADING SCALE

The following scale will be used to determine final lesson grade:

Letter Grade	% Equivalency	GPA Equivalency
A	93 – 100	4.00
A-	90 – 92	3.67
B +	87 – 89	3.33
B	83 – 86	3.00
B-	80 – 82	2.67
C +	77 – 79	2.33
C	73 – 76	2.00
C-	70 – 72	1.67
D +	67 – 69	1.33
D	63 – 66	1.00
D-	60 – 62	0.67
E, I, NG, S-U, WF		0.00

## JOURNAL

All students taking applied organ lessons are encouraged to record their progress in a “Goal Journal.” This journal will list daily, as well as long-term goals. Entries in your journal will be a constant reminder to keep you focused on your short- and long-term goals. Maintain a separate notebook for this journal and be prepared to bring it to each lesson! Seven areas should be recorded:

- 1) Long-range Goals --- Five to Ten Years
- 2) Medium-range Goals --- One to Five Years
- 3) Short-range Goals --- Two to Fifteen Weeks
- 4) This Week’s Goals
- 5) Today’s Goals
- 6) Next Week’s Goals
- 7) Practice Log

\*As time goes by and various goals are met -- make sure to keep your journal up to date. Add new pages -- put a line through goals that have been achieved -- but don’t throw out your old lists.

\*Your long-term goals may change -- update them. This journal is for your use and growth. \*\*\*Items #3, #4, #5, and #7 are the goals that will allow us **to use your lesson time most efficiently**. If these goals are clear, you will find that you will soon be identifying the problem areas and making progress toward solving them. Bring your journal to your lesson every week.

For more information about journals and their effectiveness, read The Inner Game of Music, by Barry Green with W. Timothy Gallwey (Doubleday, 1986). While the entire book is useful for music performance, chapter 5, entitled “The Power of Will” can encourage all of us to use our time wisely.

## WEEKLY LESSON GRADE

The following elements will be assessed to determine the weekly lesson grade:

- 1) Attendance at weekly lesson
- 2) Progress on assigned literature and exercises
- 3) Development of technique

## **PRACTICE HOURS**

Harpsichord practice time in the organ/harpsichord studio is available for all students and will be coordinated through the instructor. Please keep track of practice hours in your journal. Try to schedule consistent practice throughout the week. To truly see improvement, daily practice is essential!

### *Practice session protocol:*

- 1) Utilize your assigned time. If you have a consistent conflict and need to reschedule, please notify me so that an up-to-date schedule can be reprinted.
- 2) Open times on the schedule are on a first-come, first-served basis.
- 3) If someone is practicing during your scheduled time, don't be afraid to politely enter the practice area to begin your session!
- 4) If someone is not using their posted time (surely, this won't happen), the practice time is forfeited and the facility is open for use by others.
- 5) **Be sure to properly disengage harpsichord stops and turn out all lights as you leave the studio!**

## **JURY**

All harpsichord students will be expected to perform a jury at the end of the semester (likely on keyboard jury day, Tuesday April 26, 2016). Keyboard faculty and/or organ studio members will be invited to attend. Literature will be determined in consultation with the instructor. Jury sheets will be supplied by the instructor and must be completed prior to performance.

## **PORTFOLIO**

At the end of the semester, all students will be required to turn in a "portfolio" that outlines the achievements of the semester. The portfolio will contain the following items:

- 1) student journal and/or practice chart
- 2) repertoire sheet
  - a. don't forget to list date of performance in studio or recital
  - b. if you have prior study on the carillon, please make this a cumulative repertoire sheet!

## **PERFORMING IN STUDIO CLASS**

Harpsichordists are invited to perform in organ studio class when literature is performance ready. Please be prepared to share information about your piece and composer when you perform. A harpsichord studio recital will be scheduled.

## **ACCOMODATIONS FOR STUDENTS WITH DISABILITIES**

Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation.

## **DIGITAL STUDENT COMMUNICATION AND EXPECTATION**

The preferred communication method between faculty member and students enrolled in this course is via the UFL-mail system. Please send e-mails to me at: [lellis@arts.ufl.edu](mailto:lellis@arts.ufl.edu) or [LREllis@ufl.edu](mailto:LREllis@ufl.edu) via your ufl.edu e-mail. I will endeavor to respond to all school related e-mails within 24 hours. Communication is a two-way street: like me, you should check your ufl.edu mail daily!

## **ACADEMIC HONESTY**

As a result of completing the registration form at the University of Florida, every student has signed the following statement: *"I understand that the University of Florida expects its students to be honest in all their academic work. I agree to adhere to this commitment to academic honesty and understand that my failure to comply with this commitment may result in disciplinary action up to and including expulsion from the University."*

The instructor of this course fully supports the intent of the above statement and will not tolerate academic dishonesty.