

MUSIC RESEARCH METHODS 2019
University of Florida
MUS 6716, section 7722
T 8:30–10:25; R 9:35–10:25, MUB 142

Dr. Jennifer Thomas
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Office hours: T, R 10:45-11:45 or by appointment

TEACHING ASSISTANT:

Gerard Spicer Office hour: TBA

COURSE OBJECTIVES

Students will

- define areas of research
- become proficient in using research libraries
- conduct research using specialized music resources
- gain skills in reading, writing, editing, and collaboration
- learn practices of scholarly citation and bibliography creation
- practice critical thinking.
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REQUIRED TEXTBOOKS are available at UF Bookstore and at many booksellers online. Bring them to class the first day. These books are on reserve in the Architecture and Fine Arts Library, but you will need your own copies. (*primary texts, used weekly)

*Sampsel, Laurie. *Music Research: A Handbook*, 3d ed. New York: Oxford University Press, 2019.

Strunk, William Jr. and E. B. White. *The Elements of Style*. New York: Macmillan. Third edition or later. Be careful if you order it from Amazon—they still offer the original. The E-Book on the UF website is also the original edition—do not use this.

*Turabian, Kate L. *A Manual for Writers of Research Papers, Theses, and Dissertations*, 9th ed. Chicago: U of Chicago, 2018.

RECOMMENDED:

Quick citation guide: http://www.press.uchicago.edu/books/turabian/turabian_citationguide.html

Wingell, Richard J. *Writing About Music: An Introductory Guide*, Prentice Hall: Englewood Cliffs, NJ. Any edition.

ADDITIONAL MATERIALS will be on reserve in the music library.

OFFICE HOURS: As above or by appointment. Please see me after class, or contact me by email or telephone to schedule appointments outside regular office hours. I am interested in your success, and I enjoy getting to know you outside of class, so please stop by with questions, ideas, or just to get acquainted.

ASSIGNMENTS AND EVALUATION: Assignments are due at the beginning of class on the day they are due. Late assignments are not acceptable. You are responsible for maintaining your computer and printer and for scheduling your workload in order to meet assignment deadlines. Assignment sheets must be paper-clipped to the assignment. Assignments must fulfill the requirements of the assignment in order to be considered for a grade. Please read the assignment sheet thoroughly and follow all instructions. Papers must be submitted in hard copy **and most will also be required as electronic files** (Turnitin.com via Canvas). Back up all work as well as keeping a hard copy. Retain graded assignments until the end of the term. See the Course Schedule of topics, readings, and assignments for further information, including a complete listing of assignments and their point values.

Distribution of points will be approximately:

50% Homework, including class presentations and discussion

50% Final paper: application and culmination of learning throughout the course

Grading Scale: 94-100% = A; 91-93% = A- ; 87-90% = B+ ; 84-86% = B ; 81-83% = B- ; 77-80% = C+ ; 74-76% = C ; 71-73% = C- ; 67-70% = D+ ; 64-66% = D ; 61-63% = D- ; 60 and below = E.

CANVAS INSTRUCTIONS: Please make sure that you have found and are following your courses on Canvas. **To submit your papers to Turnitin:** Go to the class on E-Learning. The icons for each assignment will appear on the home page. Click on them and follow the instructions to upload your papers. Call the Help Desk with problems or questions. Do not submit your papers directly to Turnitin.com. When you upload your paper to E Learning, it will go through Turnitin. This is important; please inform instructor if you have any problems.

ATTENDANCE: Attendance is required and essential for your success in the class. After three absences, excused or unexcused, you will lose five points per unexcused absence from your semester point total.

SIGNIFICANT ASSIGNMENT DATES (subject to change; you will receive a detailed schedule in class):

Early October: Polished final proposal and annotated bibliography due

Early November: Complete draft of final paper due

Nov. 26: Revised final papers due

Dec. 3: In-class mini-conference; three papers selected by members of the class.

By early October, you will have finished weekly library assignments and will be focused on research. November will be largely devoted to writing. Our class activities will support you in these three types of work.

TIPS FOR ACHIEVING SUCCESS:

- Attend every class with this question in mind: how can this information help me become a respected professional in my field? Apply what we are learning each week to your own interests and be open to exploring new interests. Regard the skills you will gain as empowering to you.
- Complete every assignment completely and on time. Learn from comments and corrections; employ this feedback in future assignments.
- Interact with your classmates; share ideas and questions with them. Become actively engaged in the process of performing research.

PROFESSIONALISM: Class begins promptly; come every time on time, and stay the whole time. Be ready with necessary materials. Be respectful of your professor and classmates. Turn off cell phones. Please do not eat in class or engage in other distracting activities.

***e-mail etiquette:** Please make every effort to see me in person as listed above or to solve your problem using the information and resources at hand; look at the syllabus and assignment sheet first. Please do not email me for information that you can get from a classmate or figure out on your own, but feel free to email when you require personal attention from the professor or TA or need to make an appointment. Please use your ufl.edu account in all of your transactions for the class; please check your ufl.edu account at least once a day. I will often send email before or after class to follow up on something or to call attention to a change. I will attempt to answer your questions in a timely manner, but please do not expect an immediate reply. I may be occupied with other classes, away from my computer, or in need of time to find an answer to your question. I will make every attempt to answer your emails within 24 hours, M–F.

UF POLICIES:

University Policy on Accommodating Students with Disabilities: Students requesting accommodation for disabilities 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. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive, therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

University Policy on Academic Misconduct: Academic honesty and integrity are fundamental values of the University community. Students should be sure that they understand the UF Student Honor Code at (<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>)

No academic dishonesty will be tolerated. Plagiarism is presenting the work of another as your own. Cheating on exams and using someone else's ideas in a written paper without providing proper recognition of the source (plagiarizing) are serious matters. As a result of completing the registration form at the University of Florida, every student has agreed to 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 for the University."* The instructor of this course fully endorses this statement and will not tolerate academic dishonesty. All violations of academic honesty will be referred to the Dean of Students Office for disciplinary action without exception. Strictly enforced!

CAMPUS RESOURCES

Resources are available on campus to make your life easier:

- [Counseling and Wellness Center](#) for personal and group counseling: (352) 392-1575
- [Mind and Body Center](#) for reducing stress and improving well-being
- [BAM! Best Allyship Movement](#) for social justice and multicultural competency
- [Field and Fork Pantry](#) for food insecurity
- [Writing Studio](#) for help brainstorming, formatting, and writing papers (this link is not working, but a search for UF Writing Studio should work, or paste this into your browser search bar: <https://writing.ufl.edu/writing-studio/>)
- [UF Police Department](#): 392-1111 or 911 for emergencies