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.

REQUIRED PARTICIPATION IN AN ONLINE CLASS
Students must actively participate in an online class by completing an academic assignment required by the instructor by the official census date. Students who do not do so will be reported as never attended and dropped from the course.

LEARNING OUTCOMES
Upon successful completion of this course, students will:

A. Construct all major and minor scales and key signatures.
B. Construct simple and compound intervals, triads, and seventh chords of any quality.
C. Identify and perform basic rhythmic and pitch patterns common in tonal music and properly notate basic rhythms in simple and compound meters.
D. Identify fundamental musical elements aurally and/or on the keyboard.
E. Use appropriate musical vocabulary to describe theoretical concepts.

REQUIRED TEXTS AND MATERIALS (Text may vary)
Practica Musica Available through the bookstore and at www.ars-nova.com
Adobe Reader (Links to an external site)

ACADEMIC DISHONESTY
Plagiarism is defined as the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one’s own written work offered for credit. A student commits plagiarism if he/she:

1. fails to acknowledge the sources of any information in a paper which is not either common knowledge or personal knowledge. A student can acknowledge a source through in-text citations, attribution lines, footnotes, or other forms of documentation
approved by the instructor. (Common knowledge is the basic information within a field or discipline, as well as most historical dates and facts, and many ordinary observations.)

2. **fails to acknowledge direct quotation either by using quotation marks or (for longer passages) indentation.** Without the quotation marks or indentation, passages copied directly from a source might be considered plagiarized even if it is followed by an in-text citation or a footnote. The citation or footnote acknowledges that there is a source, but it does not indicate that the writer has borrowed someone else’s exact words. If a writer uses the language of a source, word-for-word, he/she must use quotation marks or block indentation.

3. **merely paraphrases the original words of the source.** Some students think they can avoid a charge of plagiarism by changing a few words in each sentence they copy or by rearranging the shape of phrases or the order of sentences in a paragraph. This is not true. When taking notes students must be careful to put ideas in their own words or to use direct quotations when relying on phrases directly borrowed from a source.

4. **borrows the ideas, examples, or structure of the source without acknowledging it.** A student can be guilty of plagiarism if he/she systematically borrows the ideas and organization of a source even if the language of the piece is on a major news event by using exactly the same ideas in the same order as they appear in an article in any popular news magazine.

5. **takes, buys, or receives a paper written by someone else and presents it as the student’s own.**

6. **uses one paper for two different courses,** or re-uses a paper previously submitted for credit, without the prior approval of the instructor or instructors.

    Plagiarism will result in a failing grade on that assignment. A second plagiarized paper may result in an F for the course.

**COURSE POLICIES**

A. **Self-Paced Computer Instruction:** Students will complete the Alfred CD-Rom computer exercises by the dates listed below and on the calendar. Students must complete Volumes I, and II as well as selected areas of Volume III of the Alfred Music Theory Computer Series.

B. Dates for completion of each of the CD-ROM exercises are listed below.

C. If you have any problems or software difficulties, it is advisable to post a discussion thread in the Bistro. The Bistro is a discussion board that provides students with an opportunity to discuss troubleshooting issues with each other in order to make sure that they have a positive experience in the course.
EVALUATION OF STUDENTS

A. This is not a self-paced course. Students MUST show progress throughout the course, and meet with the instructor every two weeks to discuss their progress. If students live out of town, they may use facetime of skype to contact the instructor.

B. If students can't complete the requirements below, they should withdraw from the course. IT IS THE STUDENT'S RESPONSIBILITY TO WITHDRAW FROM THE COURSE. Students who don't fulfill the requirements and have not dropped the course will receive a failing grade for the term. This semester's withdrawal deadline is Nov 14. Students are required to keep up with the assignments in basic music theory and ear training courses in order to complete everything by the end of the semester.

C. Here are the Practica Musica activities that students must successfully complete in order to receive the requisite grades:
   A: Steps to Reading Music PLUS Units I-VI of the Exploring Theory Course.
   B: Steps to Reading Music PLUS Units I-III of the Exploring Theory Course
   C: Steps to Reading Music course completed
   D: Steps to Reading Music course only partially completed
   F: Steps to Reading Music course not completed.

DROP / WITHDRAWAL

The student is responsible for initiating a drop or withdrawal, not the instructor.

Withdrawal from course: The instructor is not able to withdraw a student from the course after the census date. A student wishing to withdraw must fill out the withdrawal form (Links to an external site) online.

2018-2019 WITHDRAWAL DATES

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ACADEMIC RESEARCH

For Research information, tutorials, library information, web links and more, access the Distance Learning Webpage for the Midland College Fasken Learning Resource Center (Links to an external site).

Academic Database Access

EBSCO (Links to an external site)
User name: mc72cc
Password: mc#chaps1mc

For the Gale Database use this username/password combination:
User name: txshracd2528
Password chaps

TECHNICAL SUPPORT

If you experience technical difficulties with Canvas, click the Help link at the bottom of the Canvas login page (Links to an external site), or in the top-right green toolbar from any page within Canvas, select Report a Problem, provide details, and submit the ticket. Your request will automatically be sent to the Midland College information technology support center. Check your email for support updates.

FREE ACCESS TO MICROSOFT 365

All Midland College students have a free Microsoft Office 365 account via the Midland College website https://www.midland.edu/audiences/current-students/office365.php. Students should go to that website for instructions for accessing their account to create Word, Excel, and other Microsoft documents.

INSTITUTIONAL ACCESSIBILITY STATEMENT

ADA Statement-- The Americans With Disabilities Act (ADA) and Section 504 of the Rehabilitation Act require that no otherwise qualified person with a disability be denied access to, or the benefits of, or be subjected to discrimination by any program or activity provided by an institution or entity receiving federal financial assistance. It is this Section 504 mandate that has promoted the development of disability support service programs in colleges and universities across the country. Subpart E of Section 504 deals specifically with this mandate for institutions of higher education. While it does not require that special educational programming be developed for students with disabilities, it does require that an institution (public or private) be prepared to make
appropriate academic adjustments and reasonable accommodations in order to allow the full participation of students with disabilities in the same programs and activities available to nondisabled students.

Midland College provides services for students with disabilities through Student Services. In order to receive accommodations, students must place documentation on file with the Counselor/Disability Specialist. Students with disabilities should notify Midland College prior to the beginning of each semester. Student Services will provide each student with a letter outlining any reasonable accommodations. The student must present the letter to the instructor at the beginning of the semester.

Phone, Midland College Special Needs Counselor: 432-685-5598
Midland College Disability Services (Links to an external site)
Microsoft Accessibility (Links to an external site)
Canvas Accessibility (Links to an external site)
Turnitin Accessibility (Links to an external site)
Adobe Reader Accessibility (Links to an external site)
Google Reader Accessibility (Links to an external site)

ACADEMIC SUPPORT SERVICES

Academics and Student Services (Links to an external site)

Phone, Midland College Testing Center: 432-685-4735

Phone, LanguageHub, Midland College On-Campus Writing Center: 432-685-4811, 182 TC
Language Hub Online (available to all students in Canvas)

STUDENT RIGHTS AND RESPONSIBILITIES AND DUE PROCESS
Midland College Student Rights and Responsibilities (Links to an external site)

PRIVACY POLICIES
The below privacy policies apply to this course, as they are applicable to your conduct on this online platform.

Midland College Website Privacy Policy (Links to an external site)
Canvas Privacy Policy (Links to an external site)
YouTube Privacy Policy (Links to an external site)
Canvas Student Guide (Links to an external site)
Turnitin Privacy Policy (Links to an external site)
Instructor Information:
Instructor Name: 
Email: 
Office Location: 
Office Phone: 
Office Hours: 
Department Chair: Rabon Bewley 
Fine Arts and Communications Division Dean: Dr. William Feeler 
Secretary: Ms. Lula Lee 
Division Office: 141 AFA 
Phone: 432/685-4624 
Division Office hours: 8-5, M-F

NON-DISCRIMINATION STATEMENT

Midland College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following individuals have been designated to handle inquiries regarding the non-discrimination policies:

Tana Baker
Title IX Coordinator/Compliance Officer
3600 N. Garfield, SSC 242
Midland, Texas 79705
(432) 685-4781
tbaker@midland.edu

Or

Natasha Morgan
Human Resources/Payroll Director
3600 N. Garfield, PAD 104
Midland, Texas 79705
(432) 685-4534
nmorgan@midland.edu

For more information on notice of non-discrimination, visit the Office of Civil Rights website for the address and phone number of the office that serves your area, or call 1-800-421-3481.