

**OUACHITA BAPTIST UNIVERSITY  
SCHOOL OF FINE ARTS**

**DIVISION OF MUSIC**

**Department of Applied Music**

# **Keyboard Manual**

**2011-2012**

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## **I. Department of Applied Music/General Information**

### **Credit in Applied Music is arranged as follows:**

- Class instructions, one hour credit
- Private lessons, one hour credit/one half-hour of instruction per week
- Private lessons, two hours credit/one hour of instruction per week
- Private lessons, three hours credit/one hour of instruction per week

Course numbers and sequence numbers for Applied Music courses are available in the School of Fine Arts office and from faculty advisors.

### **MUAP 1070 Performing Arts Class**

Each music degree candidate is required to complete eight semesters of Performing Arts Class. (BME candidates are exempted during the student-teaching semester.) A grade is assigned based on the student's attendance at Performing Arts Class on Fridays at 11:00 A.M. and at recitals and concerts at Ouachita and off-campus. A statement of attendance requirements is available at the Fine Arts Office.

### **MUAP 1080.5 Piano Seminar**

A course that surveys the professional world of the pianist, including topics such as piano literature, performance practices, careers for pianists, and performance skills. Required of piano majors and minors each semester when enrolled for applied music credit. A grade is assigned based on the student's attendance at a weekly class meeting. Students are allowed one unexcused absence. After that each additional unexcused absence results in lowering the grade in the course by one letter grade per absence.

MUAP 2040 Sophomore Recital

MUAP 3040 Junior Recital

MUAP 4040 Senior Recital

### **MUENS 1020.5 Piano Ensemble**

A course in which the student will demonstrate competencies in duet and/or two piano ensemble playing. The course will be offered when two piano principals at similar levels enroll. The course will meet one hour per week. Students will be allowed NO unexcused absences without it affecting their grade. If more than one fourth of the class meeting are

missed during the semester for ANY reason, the student will automatically fail the course. All piano performance majors are required to register for at least one semester of piano ensemble.

## II. Requirements for a Major in Piano

A jury examination is required each semester except the recital semester when a jury may be required at the instructor's discretion.

### A. Repertory: Minimum Requirements

1. First semester freshmen **Performance Majors** will be required to present three memorized pieces from different style periods and a fourth piece from any style period which may be performed with the music. Subsequent semesters will require four memorized pieces or the equivalent.
2. **Music Education, Church Music, & Theory/Comp. Majors** will be required to present three memorized pieces from different style periods each semester.
3. **BA** students enrolled for two hours of credit will be required to present four pieces at each jury, one of which must be memorized. BA students enrolled for one hour of credit will be required to present three pieces at each jury, one of which must be memorized.
4. **Piano Minors** will be required to present three pieces at each jury. No memorization is required.

A superior quality of performance and work will lead to a higher grade when the minimum repertory requirements are met.

Criteria used in grading jury exams will include technical accuracy, security in memorization, musicianship and stylistic awareness, tonal control, and artistry.

A Performing Arts Class performance or an approved public performance is required each semester for a piano major to be considered for a grade of A except for those on the BA degree.

Each member of the piano faculty may set higher studio requirements for repertory, technical studies, and attendance at studio classes, lessons, and faculty, guest, and student recitals.

### B. Scale and Technical Study

Scale and technical study are required as needed all semesters.

1. **Performance majors** must perform all major and minor scales by the end of the freshman year and all major and minor arpeggios (including all inversions) by the end of the sophomore year.
2. **BA** students must perform all major and minor scales and arpeggios (including all inversions) before graduation.
3. **Music Education** majors must perform all major and minor scales and arpeggios (including all inversions) before the senior recital.
4. **Church Music & Theory/Comp** majors must perform all major and minor scales and arpeggios (including all inversions) before the principal applied recital.
5. **Piano Minors** must perform all major and minor scales before the end of piano study.

All scales and arpeggios must be performed four octaves, at a reasonable speed, and the teacher will determine when and how technical requirements are presented for the jury.

Technique juries will be given during the last week of classes.

### III. Recital Requirements

Any student planning to present a piano recital must register for MUAP 2040, 3040, or 4040 Recital during the semester a public degree recital is given.

Any student planning to present a piano recital must have a hearing before a piano jury of at least three members of the piano faculty no less than four weeks before the recital. At that time the faculty will approve or deny the planned recital.

#### 1. Time Requirements

##### a. Bachelor of Music in Piano Performance

- |                      |            |
|----------------------|------------|
| 1) Sophomore Recital | 15 minutes |
| 2) Junior Recital    | 25 minutes |
| 3) Senior Recital    | 50 minutes |

##### b. Bachelor of Music in Church Music

- |                   |            |
|-------------------|------------|
| 1) Senior Recital | 25 minutes |
|-------------------|------------|

##### c. Bachelor of Music in Theory/Composition

- |  |            |
|--|------------|
| 1) Junior Recital<br>(Principal Applied) | 15 minutes |
| 2) Senior Composition Recital            | 50 minutes |

d. Bachelor of Music Education

1) Senior Recital

25 minutes

## 2. Rehearsal Times

The Fazioli may be used for student degree recitals, faculty recitals, guest artist and Ouachita ensembles. Anyone wishing to use the instrument must sign up in the Fine Arts Office in advance. Rehearsal time in the recital hall for piano recitals and performances will be granted as follows:

- a. Senior Piano Performance Recital: 5 hours
- b. Jr. Piano Performance Recital and Sr. Piano Non-performance Recital: 3 hours
- c. Soph. Piano Performance Recital: 2 hours
- d. PAC performances: 30 minutes

## IV. Practice Rooms

Piano majors and minors may sign up for practice times in the locked practice rooms equipped with grand pianos. Keys to these rooms will be distributed to students the first week of classes. Students will be charged a \$50.00 fee for keys lost or not returned.

## V. Requirements for Secondary Piano Study

### A. General Information

1. All students enrolling for piano study for the first time will audition for a committee of the piano faculty before being assigned a teacher.
2. Students are expected to attend the weekly lesson or notify the applied teacher in advance. A student who misses one fourth (=4 private lessons or 8 class piano sessions) of the lessons during one semester for any reason will receive a failing grade. An excused absence for illness will be given only when the student is unable to attend any classes or rehearsals on that day. Excused absences are granted by the applied teacher only. Lessons will be made up at the discretion of the teacher at a time agreeable to both teacher and student if the student's absence is excused or if the teacher is absent. Practice periods connected with lessons missed are required to be made up also.
3. Bachelor of Music in Musical Theatre, Bachelor of Music in Church Music, Bachelor of Music Education, and Bachelor of Music in Theory/Composition candidates whose principal applied area is winds, percussion, or voice are required to pass four semesters of secondary piano and pass the four levels of the piano proficiency examination or enroll for piano each semester until all four levels of the examination are passed or until graduation.
4. Bachelor of Music candidates whose principal applied area is winds, percussion, or voice are required to pass the four levels of the piano proficiency examination or enroll for piano each semester until all four levels of the examination are passed or until graduation. Bachelor of Music candidates may elect to complete the secondary

requirement by enrolling for organ or harpsichord after the four levels of the piano proficiency examination are passed.

5. The goal for Secondary Piano study is acquiring skills, not learning repertory. Therefore, lessons and practice should concentrate on skills. Two or three pieces (depending on length and level of difficulty) are expected to be completed each semester.
6. Students who wish to change teachers must secure and fill out the Change-of-Teacher Form available from the Dean of the School of Fine Arts. After filling out the form and fulfilling all requirements for a change of teacher, the student will be reassigned. A student may drop piano **ONCE** only before the drop date with the intentions of changing teachers, but the required procedure must be fulfilled before dropping.
7. Students wishing to change degrees in the middle of a semester from those listed above to one not requiring piano study must complete a form available from the Division of Music Chair.
8. A teacher may request that a student who receives a grade of F for the final grade be reassigned.
9. It will be left to the discretion of the instructor to determine whether students will be scheduled for a proficiency exam.
10. Students will receive the proficiency materials three days before the beginning of exams.
11. If a student fails to appear for a scheduled proficiency exam for any reason other than a documented emergency, the student fails to pass that level and will maintain that level for the next semester's proficiency exam. The student's teacher with the approval of the Coordinator of the Keyboard Area will determine whether an absence is excused. Failure to appear for the exam will be reflected in the final grade in piano that semester.

## B. SECONDARY PIANO PROFICIENCY EXAM

### Level Two

#### Level One

##### Sight-reading

Elementary compositions in a 5-finger position  
Variety of keys and meters  
Single line melodies  
Unison melodies  
Melodies with simple accompaniments

##### Technique

Good hand position  
Correct Fingering  
Finger coordination  
Legato and staccato touch  
Slurred groupings and longer phrases  
Balance of melody and accompaniment

Scales: Major white keys, two octaves, hands together

Chord progressions in all major and minor keys,  
hands separately or together: I IV<sup>6</sup><sub>4</sub> I V<sup>6</sup><sub>5</sub> I

##### Repertoire (suggested level of difficulty)

Bartok: Mikrokosmos, Volume 1, Nos. 24-25, 32-36  
Kabalevsky: Op. 39, No. 6, 12

##### Functional Skills

Harmonization of simple five finger melodies using I, IV, V<sup>7</sup> chords in any major key using block chords  
Transposition of selections in five finger positions to any major or minor key hands together

Sight-reading outside the five finger position but in closely related positions

Easy Compositions  
Various keyboard patterns  
Melody and accompaniment  
Two-voice style

##### Technique

Combine staccato and legato touch  
Shifting hand positions  
Finger extensions and contractions  
Crossing fingers  
Pedal techniques

Scales: minor (harmonic only), white keys, two octaves, hands together,  
(minor forms may be played in order of student's choice)

Chord progressions in all major and minor keys:

I vi<sup>6</sup> IV<sup>6</sup><sub>4</sub> V<sup>6</sup><sub>5</sub> I

##### Repertoire (suggested level of difficulty)

Schumann: Album for the Young, Nos. 1-5  
Kabalevsky: Op. 39, No. 18

##### Functional Skills

Harmonization of simple melodies using I, IV, V<sup>7</sup>, vi chords or chord symbols in any major and minor keys with a patterned accompaniment (not block chords)

Transposition to any white major and minor keys of simple melodies with accompaniment, moving outside the five finger position but closely

related.

Note: A student attempting this level must have passed the previous level or must have demonstrated to the professor competency at that level.

### Level Three

Sight-reading  
Intermediate compositions  
Independent hand movement  
Variety of styles (contrapuntal, accompaniment, etc.)

Technique  
Finger patterns  
Chord shapes  
Balance of parts  
Combination of techniques

Scales: Black key majors, two octaves, hands together

Chord progressions in all major and minor keys:  
I IV<sup>6</sup><sub>4</sub> V<sup>4</sup><sub>2</sub>/V V<sup>6</sup><sub>5</sub> I

Repertoire (suggested level of difficulty)

Bach: Notebook for Anna Magdalena: Minuets in G Major, G Minor, D Minor  
Schumann: The Wild Horseman  
Kabalevsky: Toccata

Functional Skills

Harmonization of melodies using chord symbols (can include I, ii, IV, vi, V and V/V chords in root position or inversion). Must use patterned accompaniment, not block chords.  
Transposition of simple hymns or songs a half-step or whole step in either direction

Note: A student attempting this level must have passed the previous level or must have demonstrated to the professor competency at that level.

### Level Four

Sight-reading  
Intermediate compositions  
Accompaniments from elementary school series

Technique  
Refine techniques studied previously  
Finger patterns  
Chord shapes  
Balance of parts  
Combination of techniques

Scales: Black key minor (harmonic only), two octaves, hands together

Repertoire: (suggested level of difficulty)

Clementi: Sonatinas  
Starer: Sketches in Color, Book I  
Chopin: Preludes, Op. 28, Nos. 4, 6

Functional Skills

Harmonization of melodies in any key that employ chord symbols or Roman numerals with a patterned accompaniment (not block chords)  
Transposition of simple hymns or songs up to the interval of a major third in either direction

Note: A student attempting this level must have passed the previous level or must have demonstrated to the professor competency at that level.



### **C. Criteria for Determining Pass-Fail for the Secondary Piano Proficiency Exam**

1. A time limit for each exam will be enforced. Ten minutes will be allowed for all proficiency level exams..
2. The chair of the jury will determine the time limit and whether a student may repeat any part of the exam.
3. Criteria for evaluating sight reading will include (in order of importance) maintaining a steady beat, correct rhythm, and correct notes.
4. Harmonizations by ear will not be accepted. Harmonizations must include the required chords for the level attempted.
5. The repertoire must be performed with good rhythm, proper balance in the texture, good dynamic contrasts, correct pedaling, correct touches, and at the proper tempo. Performance from memory will not be accepted, as the goal is to demonstrate reading ability. Repeats of sections will not be taken. Repertory presented must be from the standard Fine Art music repertory. Arrangements, popular music, and hymn tune improvisations are not acceptable.
6. Students playing scales must use standard Hanon scale fingerings.
7. Absolutely no student will be allowed to play from a photocopy of any piece of music without the written permission of the publisher or, in the case of music in the public domain, written permission from Mr. Russell Hodges. Written permission must be presented at the time of the proficiency exam.

### **D. Criteria for Assigning Grades for Secondary Piano**

1. Students are required to practice one hour each day for each hour of credit in piano.
2. The teacher will present a record of the semester's work to the proficiency jury for each student with a suggested grade recorded in pencil. The committee will discuss the grade for ALL students who are enrolled for required degree study. Teachers will be guided by the advice of the committee and will raise or lower the final grade only one letter above or below the grade recommended by the jury. The grade for non-music majors and those electing to continue to study piano after the requirement is met will be assigned by the applied teacher.



## **V. Requirements for Non-Music Majors**

The Music Division actively encourages anyone with an interest in keyboard study to discuss private or class instruction with the Division of Music Chair or with any member of the keyboard faculty. Following an audition for the keyboard faculty, students will be assigned to a class or to a teacher. Non-music majors are not required to perform jury at the end of the semester except at the discretion of the teacher.

## **VI. Student Disabilities**

Ouachita is committed to extending access and opportunity to those who are disabled. To request modifications or accommodations due to a disabling condition, or for a copy of the University policy concerning modifications or accommodations for students with disabilities, contact the ADA Coordinator in the Counseling Services Office in Evans Student Center. The Counseling Services telephone number is 245-5591.

Students at Ouachita are obligated to uphold the Covenant on Academic Honor, which reads in part, "I will refrain from all forms of academic dishonesty, and I will act responsibly when confronted with the knowledge of such behavior." For the possible consequences of any violation of this covenant, please see The Tiger Handbook.

## **Requirements for a Major in Organ**

A jury examination is required each semester except the recital semester when a jury may be required at the instructor's discretion.

### **I. Repertory: Minimum Requirements**

Performance majors are required to present four pieces from at least three different style periods.

Music Education and Church Music majors are required to present three pieces from different style periods.

BA students enrolled for two hours credit are required to present three pieces from different style periods. BA students enrolled for one hour credit are required to present two pieces from different style periods.

Organ minors are required to present two pieces.

Memorization is not required. A superior quality of performance and work will lead to a higher grade when the minimum repertory requirements are met. Criteria used in grading jury exams include technical and musical accuracy, stylistic interpretation, and artistry.

A Performing Arts Class performance or an approved public performance is required each semester for an organ major working toward the BM or BME degree to be considered for a grade of A.

### **II. Technical Study**

Technical study will be required as needed. Technical study may be heard as part of the jury exam.

### **III. Hymn Study**

The study of basic hymn playing is required during the first four semesters of study. After that time hymn playing may be included depending on the needs of the student as determined by the instructor.

In the first two semesters a minimum of 2 hymns must be included for each credit hour of instruction. In the second two semesters a minimum of 3 hymns must be included for each credit hour of instruction.

## **Requirements for Secondary Organ and Non-Music Majors**

Private organ instruction is offered for secondary and elective organ study. Instruction will include technique, literature, and service playing skills depending on the needs of the student as determined by the instructor. Students who choose organ study as their required secondary area must present a jury examination at the end of each required semester. One piece of literature and one hymn must be presented. Students who have completed the four semesters for a required organ secondary are not required to present a jury. Non-music majors are not required to present a jury.