**MUS 690: Bibliography**
**Fall 2016**


**Course Description:** Study of the bibliography of music and methods of research.

**Learning Outcomes.  Students will:**

- Identify, locate, and effectively use print research materials, including reference works, collected editions, journals, scores, and books
- Identify, locate, and effectively use major online resources for music research, including music dictionaries, search engines, and full-text journals
- Critically assess  music literature, both print and online. This includes the critical assessments of websites, YouTube, and other online tools.
- Correctly cite primary and secondary resources and critically assess those materials in relation to a research topic.
- Develop arguments supported through the use of available primary and secondary resources, and present that topic/argument to their peers for critique.

**Class Policies**

- No cell phones.  Turn off all cell phones as they can create a disturbance in the classroom. Laptops are allowed.
- **Late assignments will not be accepted**.  Due dates for major written assignments/final project are already outlined in this syllabus.  You may have additional assignments throughout the semester. Assignments will be given in class and posted to WebCampus at least one week before they are due.
- **Assignments should be turned in through WebCampus prior to the beginning class when they are due.  DO NOT cut and paste into WebCampus.  Instead, attach your assignment as a word document.**
- Attendance is important.  When you miss class, you miss important information, future assignments, and class/group discussion.  Everyone benefits from the diversity and different points of view that comes from class discussion and interaction.  Attendance, assignments presented/discussed in class,  and class participation counts for 25% of your grade.  Each unexcused absence  and class discussion you do not participate in will lower your grade.

**Grading**

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|---|---|
| Class Participation | 25% |
| Histories and Chronologies Assignment | 20% |
| Wikipedia/New Grove Paper | 20% |
| Final Major Paper Project | 35% |

**Required Text**

Turabian, Kate L. *A Manual for Writers of Research Papers, Theses, and Dissertations.* 8th ed. Revised by Wayne C. Booth, Gregory G. Colomb, and Joseph M. Williams. Chicago: The University of Chicago Press, 2013.

Supplemental readings will be available on Reserve in the Music Library and/or available via WebCampus

**Assignments**
There are three major assignments through the semester as follows:

- Wikipedia/New Grove Paper
- Histories/Chronologies Annotated Bibliographie
- Final Major Paper Project

See the Assignments pages for more information on each of these.  We will also discuss them in class.

In addition to these major assignments, there will be weekly reading or other evaluative assignments. For all assignments, you will be expected to read the assigned materials ahead of time and be prepared to discuss the materials in class. For some of the evaluative assignments, you may be asked to write a short evaluation or description of materials assigned, to be discussed and turned in at the class for which the material was assigned.   These assignments will be given ahead of time and posted to WebCampus.

**COURSE SCHEDULE**
**August 29**
Course overview
        Expectations
        Assignments
Introduction to Libraries
Searching the catalog
Introduction to Turabian/citations

**September 5**
**NO CLASS: Labor Day**

**September 12**
Electronic Resources: Indexes, Journals, Dissertations
Refining Topics
Writing the Abstract
**Preliminary Topic Due**
**Practice Citations Due**
**Read Chapters 1 and 2 in Turabian**

**September 19**
Electronic Resources: Indexes, Journals, Dissertations (cont.)
Review of citations
**Abstract/Preliminary Citations Due**

**September 26**
Discussion of Journals and Magazines: Scholarly vs. Popular
Abstract/Initial Bibliography session
Assembling your annotated bibliography
**Journal Assignment Due**

**October 3**
Websites

**October 10**
Evaluating your sources
**Internet Assignment Due**

**October 17**
Dictionaries and Encyclopedias
**Revised Abstract and Initial Bibliography Due**

**October 24**
Dictionaries and Encyclopedias (cont.)
**Terms Assignment Due**

**October 31**
Editions, Catalogs, and Other Reference Tools
**Wikipedia/New Grove Paper Due**

**November 7**
Editions, Catalogs, and Other Reference Tools  (cont.)
**Editions/Catalog Assignment Due**

**November 14**
Histories and Chronologies

**November 21**
Histories and Chronologies (cont.)

**November 28**
Review of final project
Group discussion
**Histories and Chronologies Annotated Bibliography Due**

**December 5**
Oral Presentations

**December 12**
Oral Presentations

**Wednesday, December 14: Completed Final Project Due**

**Academic Misconduct**—Academic integrity is a legitimate concern for every member of the campus community; all share in upholding the fundamental values of honesty, trust, respect, fairness, responsibility and professionalism. By choosing to join the UNLV community, students accept the expectations of the Student Academic Misconduct Policy and are encouraged when faced with choices to always take the ethical path. Students enrolling in UNLV assume the obligation to conduct themselves in a manner compatible with UNLV's function as an educational institution.

An example of academic misconduct is plagiarism. Plagiarism is using the words or ideas of another, from the Internet or any source, without proper citation of the sources. See the *Student Academic Misconduct Policy* (approved December 9, 2005) located at: https://www.unlv.edu/studentconduct/student-conduct.

**Copyright**—The University requires all members of the University Community to familiarize themselves **with** and to follow copyright and fair use requirements. **You are individually and solely responsible for violations of copyright and fair use laws. The university will neither protect nor defend you nor assume any responsibility for employee or student violations of fair use laws.** Violations of copyright laws could subject you to federal and state civil penalties and criminal liability, as well as disciplinary action under University policies. Additional information can be found at: http://www.unlv.edu/provost/copyright.

**Disability Resource Center (DRC)**—The UNLV Disability Resource Center (SSC-A 143, http://drc.unlv.edu/, 702-895-0866) provides resources for students with disabilities. If you feel that you have a disability, please make an appointment with a Disabilities Specialist at the DRC to discuss what options may be available to you. If you are registered with the UNLV Disability Resource Center, bring your Academic Accommodation Plan from the DRC to the instructor during office hours so that you may work together to develop strategies for implementing the accommodations to meet both your needs and the requirements of the course. Any information you provide is private and will be treated as such. To maintain the confidentiality of your request, please do not approach the instructor in front of others to discuss your accommodation needs.

**Religious Holidays Policy**—Any student missing class quizzes, examinations, or any other class or lab work because of observance of religious holidays shall be given an opportunity during that semester to make up missed work. The make-up will apply to the religious holiday absence only. It shall be the responsibility of the student to notify the instructor **within** the first 14 calendar days of the course for fall and spring courses (excepting modular courses), or **within** the first 7 calendar days of the course for summer and modular courses**,** of his or her intention to participate in religious holidays which do not fall on state holidays or periods of class recess. For additional information, please visit: http://catalog.unlv.edu/content.php?catoid=6&navoid=531.

**Transparency in Learning and Teaching—**The University encourages application of the transparency method of constructing assignments for student success. Please see these two links for further information:

https://www.unlv.edu/provost/teachingandlearning          https://www.unlv.edu/provost/transparency

**Incomplete Grades**—The grade of I—Incomplete—can be granted when a student has satisfactorily completed three-fourths of course work for that semester/session but for reason(s) beyond the student's control, and acceptable to the instructor, cannot complete the last part of the course, and the instructor believes that the student can finish the course without repeating it. The incomplete work must be made up before the end of the following regular semester for undergraduate courses. Graduate students receiving "I" grades in 500-, 600-, or 700-level courses have up to one calendar year to complete the work, at the discretion of the instructor. If course requirements are not completed within the time indicated, a grade of F will be recorded and the GPA will be adjusted accordingly. Students who are fulfilling an Incomplete do not register for the course but make individual arrangements with the instructor who assigned the I grade.

**Library Resources**

Students may consult with a librarian on research needs. For this class, the subject librarian is https://www.library.unlv.edu/contact/librarians_by_subject. UNLV Libraries provides resources to support students' access to information. Discovery, access, and use of information are vital skills for academic work and for successful post-college life. Access library resources and ask questions at https://www.library.unlv.edu/.

**Tutoring and Coaching**—The Academic Success Center (ASC) provides tutoring, academic success coaching and other academic assistance for all UNLV undergraduate students. For information regarding tutoring subjects, tutoring times, and other ASC programs and services, visit http://www.unlv.edu/asc or call 702-895-3177. The ASC building is located across from the Student Services Complex (SSC). Academic success coaching is located on the second floor of the SSC (ASC Coaching Spot). Drop-in tutoring is located on the second floor of the Lied Library and College of Engineering TEB second floor.

**UNLV Writing Center**—One-on-one or small group assistance with writing is available free of charge to UNLV students at the Writing Center, located in CDC-3-301. Although walk-in consultations are sometimes available, students with appointments will receive priority assistance. Appointments may be made in person or by calling 702-895-3908. The student's Rebel ID Card, a copy of the assignment (if possible), and two copies of any writing to be reviewed are requested for the consultation. More information can be found at: http://writingcenter.unlv.edu/.

**Rebelmail**—By policy, faculty and staff should e-mail students' Rebelmail accounts only. Rebelmail is UNLV's official e-mail system for students. It is one of the primary ways students receive official university communication such as information about deadlines, major campus events, and announcements. All UNLV students receive a Rebelmail account after they have been admitted to the university. Students' e-mail prefixes are listed on class rosters. The suffix is always @unlv.nevada.edu. **Emailing within WebCampus is acceptable.**

**Final Examinations**—The University requires that final exams given at the end of a course occur at the time and on the day specified in the final exam schedule.  See the schedule at: http://www.unlv.edu/registrar/calendars.

**Any other class specific information**—(e.g., absences, make-up exams, status reporting, extra credit policies, plagiarism/cheating consequences, policy on electronic devices, specialized department or college tutoring programs, bringing children to class, policy on recording classroom lectures, etc.)