So, What's the Plan?

Orchestra Directors Have So Much to Plan! Failing to Plan is Planning to Fail—Make a Plan

<u>A Path for Planning What You Do</u> Instruction (Lesson Plans, Assessment) Procedures (How You Want Class to Operate) Events (Field Trips, Fund Raisers, Recruiting)

> And Finding Your Balance When Enough is Enough

Christopher R. Selby

Think for a moment and list everything an orchestra director is expected to plan:

The things we need to plan for typically fall into one of three categories:

- **1. Procedural Planning:** How do you want your classes to operate and flow, including grading, bathroom, seating and set up?
- **2. Instructional Planning:** What do you want students to learn over the course of the year?
- **3. Program Planning:** What do you need to plan to have successful Concerts, Field Trips, Recruiting, Fund Raising, Auditions, Concert Attire, and just about everything else.

Part 1. Instructional Planning

We know what we want to rehearse, but what are we supposed to teach?

The Three Questions:

- 1. What do I want my students to learn by the end of the year?
- 2. What is my pedagogical plan for reaching these end-of-year goals?
- 3. How does my plan for today help students reach these goals?

KEY POINT: When we take skill building objectives out of our concert music rehearsal, we are left with the objectives of teaching musical skills. These objectives work for any and all levels of music. Your curriculum stays the same, even when your music does not.

Fundamentals Time

Time and exercises designed for developing technique: Tone production, new bowing and articulations, finger patterns, scales, shifting, vibrato, literacy, etc.

Musical Rehearsal

Time for students to express clear musical ideas and styles as an ensemble through the performance of orchestral music

Concert Music Unit

Goal: Express clear musical ideas and styles as an ensemble through the performance of orchestral music

Ensemble Objectives: Students make the necessary adjustments in their individual performance to:

- 1. Breathe, move, cue and **perform together in synchrony** with other musicians.
- 2. Perform accurate **rhythms** together within a synchronized **pulse** and a musical **tempo**.
- 3. Use the same bow weight, speed and contact point as the other members of the section to create a well-blended ensemble **tone** and **timbre**.
- 4. Finely tune one's own notes to be **in tune** with other musicians.
- 5. Perform the same **bowings**, articulations and styles in the same part of the bow as other members of one's section.
- 6. Use a **volume** that blends with the section, that **balances** the importance of one's own part with respect to the parts of other sections of the ensemble, and that agrees with other players through the peaks, valleys and points in between of all **dynamics** and **phrasing**.
- 7. Convey clear and **musically expressive ideas** that go beyond the notes on the page; these musical concepts include character, style, interpretation, beauty, intensity, mood and emotion.

Time Line

Quarter 1 (Fall Concert)

Quarter 2 (Winter Concert)

Quarter 3 (Concert Festival--Assessment)

Quarter 4 (Spring Concert)

Putting rubrics in your Unit Plan can help guide your teaching.

Few correct Some correct Most correct All correct Score Category 3 4 5 6 **Tempos** are correct and consistent; no rushing Rhythm, **Rhythms are correct;** notes and rests are counted and subdivided correctly. Tempo and **Fluency:** No stopping, stumbling, or dragging Fluency **Notes** are consistently correct and in tune. Left Hand is placed correctly, not sharp or flat Intonation **Fingerings** are correct. **Shifting (if any):** Relaxed, fluid, and accurate **Finger Patterns, half and whole step distances** are correct. **Fingertips adjust quickly**, refining the pitch after finger placement. **Bow Speed and Weight** are balanced and produce an excellent tone that projects well. Tone and **Contact Point** is the correct distance between the bridge and fingerboard Articulation The **Bow Angle** is perpendicular to the string and rotated correctly □ Slurs and articulations are correct, and all notes are performed in the correct part of the bow. **D** Tone Blends well

Concert Music Assessment

Notes

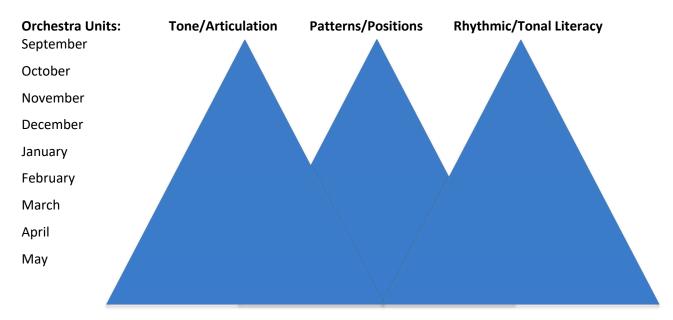
Life gets much easier for teachers who use a fixed set of ensemble objectives for teaching new concert music. Then we can create a year-long plan for teaching skills during fundamentals time.

Orchestra Units are Different than Academic Units

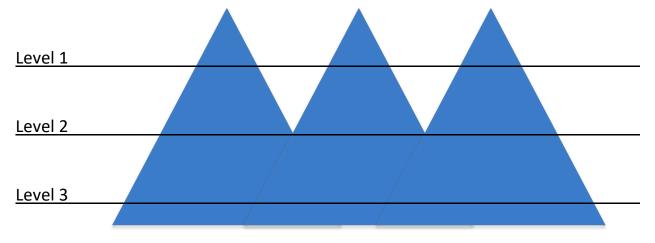
Our units do not run chronologically like they do in other classes. In History, for example:

September: Civil War October: Reconstruction November: Industrial Revolution December: World War I

Orchestra units go all year long. We introduce them separately, and then we use exercises and music to teach students how they overlap.



Orchestra units also last longer than a year. (Hopefully, they last a lifetime.)



Orchestra Units

- 1. Concert Music
 - a. Performing Music Together: Cuing, Breathing, Moving, Blending
 - b. Musical Context: Historical and Cultural
 - c. The rehearsal process
 - d. Self evaluation, group evaluation, problem solving
- 2. Scales, Arpeggios and Thirds—Putting Left and Right Together: Studying the patterns in different keys (Left Hand) & Producing beautiful tone in all parts of the instrument
 - a. Major and minor scales
 - b. One, two and three octaves
 - c. Arpeggios, dominant arpeggios and thirds
- 3. Tone and Articulation
 - a. Right Hand Position and Technique: Shape, balance, relaxed motion
 - b. Tone Production: Mechanics and Terms
 - c. Rhythmic Articulations
- 4. Left Hand Patterns, Positions and Fine Tuning
 - a. Position Review: Instrument and LH Position
 - b. First Position Finger Patterns and Velocity
 - c. Vibrato
 - d. Shifting (Beginning, Intermediate and Advanced)
 - e. Upper Positions (6th and Higher): Technique, Thumb position, and Alternate Clefs
- 5. Literacy and Creativity
 - a. Writing Familiar Melodies to study time signatures, key signatures, and other mechanics of music writing
 - b. Deciphering and Performing Rhythms Independently
 - c. Deciphering key signatures and performing correct finger patterns
 - d. Writing original melodies, creating arrangements

Scale Unit

Sample Overview of a Six-Level Material Timeline

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
1 st Year		D Major	G Major	C Major
One Octave				
2 nd Year	Review D, G, C	A Major	F Major	B-Flat Major
One Octave	Major	A Minor	D Minor	G Minor
3 rd Year	C Major	F Major	A Minor	E Minor
Two Octave	G Major	B-Flat Major	D Minor	B Minor
	D Major		G Minor	
Level 4	C Major	F Major	A Minor	E Minor
Three Octave	G Major	B-Flat Major	D Minor	B Minor
	D Major		G Minor	
Level 5	A Major	E-Flat Major	C Minor	F# Minor
Three Octave	E Major	A-Flat Major	F Minor	C# Minor
	B Major		B-Flat Minor	
Level 6	B Major	A-Flat Major	B-Flat Minor	C# Minor
Three Octave	F# Major	D-Flat Major	E-Flat Minor	G# Minor
	Sharp Keys	Flat Keys	Flat Minors	Sharp Minors

Scale Objectives—In ALL LEVELS Students will:

- a. Perform with correct and relaxed instrument, left and right hand position
- b. Perform the correct fingerings and finger patterns across different strings and positions
- c. Shift fluidly and accurately from the elbow
- d. Perform with an even tone that projects well in all positions
- e. Finely tune all notes

Assessment: Rubric for All Levels

Category	Few correct 3-4	Some correct 5-6	Most correct 7-8	All correct 9-10	Score
Instrument And Hand Position	 Body and Instrument position are correct, relaxed and well-aligned Left hand, elbow, wrist, thumb and finger shape and placement are correct Right hand, thumb, pinky, fingers, knuckles and wrist are fluid and placed correctly 				
Rhythm, Tempo and Fluency	 Tempos are correct and consistent; no rushing Rhythms are correct; notes and rests are counted and subdivided correctly. Fluency: No stopping, stumbling, or dragging 				
Intonation	 Notes are consistently correct and in tune in all positions Fingerings are correct. Shifting (if any): Relaxed, fluid, and accurate 				
	 Finger Patterns, half and whole step distances are correct. Fingertips adjust quickly, refining the pitch after finger placement. 				
Tone and Articulation	Contact Point is t	Veight are balanced and p he correct distance betwe perpendicular to the strin	en the bridge and fingerb		
	Slurs and articula	Slurs and articulations are correct			

Right Hand Unit

A. Sequence

- 1. Right Hand Position and Bowing Mechanics Review
- 2. Bow Strokes and Rhythms (Each Level starts at the beginning and reviews all strokes up

to the new strokes.)

- a. Level 1: Detache: Quarters, 8ths, triplets 16ths
- b. Level 2: Staccato vs. Marcato: Half notes and quarter notes
- c. Level 3: Spiccato: Introduction, then 8ths and triplets
- d. Level 4: Sautillé 16ths: 4's, 2's and then single
- e. Level 5: Fast triplet sautillé and ricochet

B. Assessment

	Bow hand, arm and shoulder are relaxed;			
Position	Fingers—especially thumb and pinky are curved, relaxed, and resting on the stick			
	Knuckles are fluid and flexible, not rigid			
	Bow weight, speed and contact point are well balanced and produce a good tone			
Basic Tone	that projects well			
	Student performs correct articulation in the correct part of the bow			
	Student demonstrates good tone choice and range between sotto voce and			
	espressivo tone qualities.			
Articulation	Détaché notes are rich tone and connected bows; does not lift between changes			
Tone	Marcato notes have crisp attack, followed by good tone, quick vibrato			
rone	Spiccato is controlled, not whacked; left hand lines up with notes well.			
	Sautillé has good separation; left hand lines up with notes well.			
	Other strokes have good tone and left hand lines up with notes well.			

Left Hand Unit

A. Objectives

- 1. Level 1
 - 1. LH Set Up—Correct elbow placement, boxy fingers, and relaxed thumb
 - 2. Beginning Patterns: (D, E, F#, G) (D, E, F, G)
 - 3. Adjust Fingertips to finely tune notes
- 2. Level 2
 - 1. Backward and Forward Extensions
 - 2. Patterns in combination in First Position
- 3. Level 3
 - 1. Relaxed, controlled vibrato motion
 - 2. Relaxed controlled shifting motion
 - 3. Patterns in combination in 3^{rd} , 4^{th} position
- 4. Level 4
 - 1. Shifting studies and patterns into 2nd, 5th, 6th pos.
 - 2. Keys in three to five sharps and flats
- 5. Level 5
 - 1. Shifting studies and patterns 7th Position and Higher
 - 2. Upper position technique (thumb position)

B. Assessment

Position	 Instrument is balanced by the body; left hand does not hold instrument. Left Arm and Elbow place the left hand for the best access to the notes on the string 	
	Fingers are curved, relaxed and hovering over the notes/strings.	
	Notes are consistently correct and in tune.	
Intonation	Fingerings are correct.	
	Shifting (if any): Relaxed, fluid, and accurate	
	□ Finger Patterns, half and whole step distances are correct.	
	Fingertips adjust quickly, refining the pitch after finger placement.	

Literacy Unit

Literacy includes Reading AND Writing

Reading Notes and Rhythms

- Rhythm Exercises should be sequenced in increasing difficulty of rhythms and meters
- Sight Reading Exercises should be sequenced in increasing difficulty in more advanced keys, and in higher positions and alternate clefs.

The following sequence is from Habits of A Successful String Musician

- A. Quarter Notes and Rests; Eighth Notes
- B. Ties, Dotted Quarters, and Eighth Rests
- C. Syncopation
- D. Intermediate Triple Meter
- E. Triplets
- F. Simple Sixteenth Notes
- G. Dotted Eighth Notes and Sixteenth Rests
- H. Cut Time
- J. Advanced Triple Meter
- K. Irregular Meter

Writing Music: Meters and Rhythms

The following sequence is from Music Theory for the Successful String Musician

- 1. Introduction to rhythmic notation
- 2. Time signatures, quarter note beats and eighth notes
- 3. Dotted 8ths, ties and syncopation
- 4. Compound Meters with 8th notes
- 5. 16th Note Rhythms including dotted 8ths
- 6. Compound Meters with 16th notes
- 7. Half-note time signatures such as 2/2, 3/2, and 4/2

Writing Music: Finger Patterns and Keys

The following sequence is from Music Theory for the Successful String Musician

- 1. The Staff, Clefs, and Note Names
- 2. Understanding the Fingerboard Map
- 3. Chromatic Notation
- 4. Key Signatures
- 5. Tetrachords and Thirds
- 6. Major Scales in Sharp Keys
- 7. Major Scales in Flat Keys
- 8. Minor Key Signatures
- 9. Minor Scales

You can also create units for History, Creativity, Chamber Music, and other categories that have not been addressed here.

Each Unit Has Several Parts

- 1. The Objectives You Plan To Teach
- 2. The Assessment you plan to use to guide your teaching and measure student learning
- 3. The Material and Timeline you plan to use to teach these objectives.
- 4. Teaching Strategies

1. Performance Objectives

Select the Review and New Objectives for each level you teach

- 1. Write all of the objectives that you plan to review and introduce through your entire program, in the order that you think they should be taught.
- 2. Include just a few of the objectives that are too remedial for your students and a few more that are too difficult. It's important to remember where your students are coming from and where they are going.
- 3. Focus on one unit at a time, and keep in mind that the list may not be as long as you think
- 4. Think about the skills first, and then write them as objectives. For example
 - a. Skill: Backward Extension
 - b. Objective: The student will recognize and perform backward extensions with relaxed technique and the correct half/whole step spacing.

Be aware of the New Material mentality and pressures that exist in our schools, and be able to articulate the importance of review through practice that is unique to the arts

Plan a thoughtful well-sequenced Review

- Remind students the material that was introduced in previous years
- Give clear descriptions of how "learned/polished" looks and sounds
- Catch up students who missed this material in previous years

New Material

- Plan a logical pedagogical sequence for teaching new skills; teaching skills as they appear in the music is neither logical nor pedagogical
- Do not introduce new skills through concert music; give students time to learn the skills before requiring them to be polished in a concert performance

2. Unit Assessments

Teach with the end in mind

Know what the end is supposed to look like before you begin teaching a lesson. When we clearly articulate we want students to be able to do by the end of the lesson, then the strategies we will need and use during the lesson will become much more clear. So, create the rubric first, and then teach the lesson. Other benefits of creating rubrics first include:

- Easier for teachers: Though the material being tested in each class level may change, the unit assessment does not change much from one level to the next.
- Easier for students: Help students understand what is going to be on the test by creating the test first, and then giving students the rubric
- As units overlap, they can be easily added as categories on rubrics

3. Materials and Timeline

Select the material that will teach the students the skills you want them to learn. This will include the exercises, etudes, scales and arpeggios, concert music organized into their respective units: Tone, Left Hand Skills, Rhythm, Scales, Concert Music.

- Keep it simple; address only one unit at a time.
- Organize the material in the order that you will introduce and teach it.

4. Teaching Strategies and Activities

Create strategies and Activities that will teach the students the skills you want them to learn. Take into account the material described above. This section does not have to be "full sentences." For example:

- Bow Hand Games: Windshield wipers, stirring the soup, rockets, push-ups
- Scale Activities: Finger pattern worksheet, partner performances/assessments, one octave at a time, use a pedal tone, slow to fast, rhythmic patterns, on/off string,

Organize Units Into A Long Range Plan

Quarter 1 Overview

1. Tone and Articulation:

- a. Review Right Hand Technique (1 week)
- b. Basic Tone Production Review; Terms and Open String Exercises 1-4, (1 week)
- c. Basic Strokes, Full tone: Bowing Variations 5 A-N (2 weeks)
 - i. Detache, Staccato, Legato, Marcato. Slur (11a 11d)
- d. Full Bow Skills, Tip to Frog with good bow angle: Exercises: 6-G (1 week)
 - i. Portato/loure, up-bow staccato, Slur (11e 11h)
- e. Dotted Rhythms and Syncopated Patterns (3 week)
- f. Chorales 1 & 2

2. Left Hand Skills:

- a. Left Hand Position: Let Go of the Instrument
- b. Extensions—Backward and Forward
- c. Tetrachord Etude
- d. Velocity Etude
- e. Trills
- 3. Scales, Arpeggios and Thirds: C Major & G Major
- 4. Creativity: The Cover Project
- 5. Literacy
 - a. Writing Familiar Melodies: Twinkle and Mary
 - b. Rhythmic Literacy Quarter Notes and Rests; Ties, Dotted Quarters and 8th rests
 i. Exercises: Charts A and B from Habits Book Sections 7 and 8
- 6. Repertoire: Allegro for Strings from Op. 3 No. 1 by Handel/Frackenpohl, Orange Jam

WEEK 6

Tone and Articulation:

Warm Up with Baroque style quarters, 8ths and 16ths: Ex. 5a-5d

Continue learning spiccato skills with exercises 9a-9c

Left Hand Skills

Review All Finger Patterns with the Tetrachord Etude

Shifting Exercises 26-28. TEST #28 for a grade.

G Major Three-Octave Scale, Arpeggio and Thirds

Musicianship (Theory, Creativity, Literacy, Sight Reading)

Sight Reading Syncopated rhythms: Ex. 214-216

Concert Repertoire: Brandenburg 3, mm. 1-32

Fun Finish: Chorale #2 or Orange Jam

Part I. Procedural Planning

How do you want your classes to operate and flow, including grading, rules, expectations and consequences. For this you need to complete two documents

- Your published document: An Orchestra Handbook
- Your Syllabus (could be published or not—but it's still good for you to have one)
- Your unpublished document: "What do I do if...."

An **Orchestra Handbook** should have the following components:

- Event Calendar for the Year
- Financial Obligations and a list of required materials, including concert attire
- Grading Policy—especially about missing concerts
- Rules and Consequences. And Expectations, Procedures, and Student • Responsibilities
- Audition Information if students must audition to be promoted to a • different group
- Policy for Attending Field Trips
- **Prior Commitment Form (communicating a conflict with a concert)**
- Parent/Student Contract and Signature Page

A Syllabus answers the questions: What am I going to grade and how am I going to grade it? Personally, I don't publish this, because I want to have the flexibility to make changes over the year. It doesn't have to be super formal, but having your thoughts written down about what you plan the grade and how you plan to grade it is super helpful for the teacher, and your clarity about grading will also be helpful to the students.

What Would I Do If.....

What would I do if a student:

- Talked constantly and then cussed at me when I asked him/her to be quiet?
- Forgot his/her instrument for the third time? •
- Told me his/her instrument broke and they can't afford to get it fixed right now?
- Lost his/her music? •
- Said "no" when I asked a student to sit in his/her seat?

What would I do if a parent:

- Showed up in my classroom unannounced and angrily told me they needed to talk to me immediately?
- Told you his/her son should be playing near the front of the 1st violins? •
- Told you his/her daughter doesn't like the music you picked? •



SOA HSO Handbook Contract

Please review the policies in the complete handbook posted online at www.soaorchestra.org; then sign and return this contract and all fees by August 31. If you are a new student/parent to our program, be sure to familiarize yourself with the handbook, and especially following information:

- Orchestra Fees—why we have them, and how to pay them
- How after school rehearsals and concerts are graded
- How students are promoted from one level of orchestra to the next
- Required materials, performance attire and more

The website (www.soaorchestra.org) has a regularly updated calendar to which students/parents may subscribe (import into their own calendars) for free. You will also find a wealth of information about our orchestras, upcoming concerts, after school music opportunities, and links to helpful resources.

Sign below and return the whole page

By signing below, I affirm that

- I have read and understand the policies stated in the SOA HS Orchestra Handbook.
- By enrolling in orchestra, I agree to comply with these policies, procedures and
- expectations.
- I have this year's orchestra calendar and am responsible for attendance at all required events.
- I have completed and included the prior commitment form, field trip and emergency forms.

Student Name (Print)

Date

Student Signature

Parent Signature



Prior Commitment Form

If the student has a conflict that was planned before the required rehearsal or concert is announced, the parent must communicate this conflict in writing to the director. Established religious holidays are excused but should be communicated by the parent using this prior commitment form.

Name of Student: _____

This form is due September 1st for conflicts with any event announced in August on the handbook calendar. If the conflict occurs with an event that was added later to the performance calendar, parents will be given ten days to submit this form notifying the director of the conflict.

Today's Date: _____

List the Date, Time and Name of the SOA HSO Event that the student cannot attend:

Please describe the reason (wedding, athletic event, etc) for the conflict and why the student cannot attend:

If this event is excused, the student may be required to make up their grade by submitting a recording before the date of the missed event. Students must record themselves performing all of the music from the event that will be missed. Ten percent will be deducted from the grade for every day the recording is late.

Student Signature	Date:		
Parent Signature:	Date:		

Make a List of Everything You Have to Do—It Really Helps

Timeline--To Do List

JULY

- □ Summer organizational meeting with boosters
- Finalize orchestra calendar Update handbook and long-range plans
- Order method books, music, and supplies
- Print handbooks and other materials

AUGUST

- Assign school instruments to students
- □ Rental meeting and/or new parent orientation meeting
- □ Fall parent/booster meeting
- Secondary recruiting for beginning programs
- □ Print first grading period handouts and music
- □ School open house
- **Emergency lesson plans due**
- Long-range plans due
- □ Instructional calendar due

SEPTEMBER

- Beginner fast start clinics (first week)
- □ Fall fundraiser/letter writing campaign for fundraising

OCTOBER

- Eighth grade orchestra night at high school
- □ Fall concert
- Pass out holiday concert music

NOVEMBER

- □ All-region orchestra clinic
- Begin all-state help sessions

ACTIVATE YOUR PARENTS—GET THEM TO HELP YOU

Divide your To-Do List into three categories

- 1. Jobs only I can do (teach, plan, grades)
- 2. Jobs Parents Could Do, But I Enjoy Doing Myself (Designing T-shirts)
- 3. Jobs Parents Could Do That I Do Not Enjoy
 - Fund Raising
 - Concert Programs
 - Planning And Facilitating Trips

Published Through GIA Music

Habits of a Successful Orchestra Director Habits of a Successful String Musician Habits of a Successful Middle Level String Musician Music Theory for the Successful String Musician

COMING SOON:

Habits of a Successful String Musician, 2nd Edition Habits of a Successful Young String Musician, Books 1 & 2



Dr. Christopher Selby is the author of *Habits of a Successful Orchestra Director, Music Theory for the Successful String Musician,* and co-author of the *Habits of a Successful String Musician* series, a collection of string method books for middle and upper-level orchestras published by GIA. He is an active clinician and conductor, and has presented sessions at numerous Midwest Clinics, American String Teacher Association (ASTA) National Conferences, and state conferences across America. Dr. Selby currently directs the high school orchestras at the School of the Arts in Charleston, SC. Under his direction, the School of the Arts HS Orchestras performed at the 2019 Midwest Clinic, and they won the 2016 ASTA National Orchestra Festival's top award of Grand Champion in the competitive public school division.

Dr. Selby earned his music education degree from the Hartt School of

Music in Connecticut, and a Masters and Doctor of Musical Arts degrees in Orchestral Conducting from the University of South Carolina. His teaching career began in Fairfax County, VA in 1992, and he later taught part time in Columbia, SC while earning his conducting degrees. From 2001 to 2012, Dr. Selby was the Orchestra Coordinator in Richland School District Two where he taught high school and supervised the district's orchestra curriculum and instruction. He then moved to Charleston, SC and returned to teaching full time in the classroom in his current position at the Charleston County School of the Arts.

Dr. Selby regularly guest conducts Regional and All-State Orchestras across the southeast. He is currently the Chair of the ASTA K-12 Committee, and also held leadership positions in the National Association for Music Education (NAfME). Dr. Selby served two separate terms as the President of the state's Orchestra Division, and he was the President of the South Carolina Music Educators Association (SCMEA) from 2011-2013. He was named the SC ASTA Orchestra Teacher of the Year in 2009. He is a contributing author for *Teaching Music Through Performance in Orchestra*, vol. 4 and has written articles for NAfME and in ASTA's American String Teacher.