



SCHOOL OF
Music

MUS 595 01W
Research Literature and Techniques
Course Syllabus: Fall 2025

Instructor Information

Instructor:	Dr. Natasha Merchant
Classroom Location:	Online
Office Location:	Online
Office Hours:	By appointment
University E-mail:	Natasha.Merchant@etamu.edu
Preferred Form of Communication:	Email
Communication Response Time:	24 hours

Course Information

Course Description

Bibliographical material, library resources, and research techniques applicable to graduate study in music will be surveyed.

Student Learning Outcomes

In this course, students will:

- Learn how to find and properly cite appropriate academic sources
- Become familiar with appropriate scholarly writing style and how to write for different audiences by completing a grant proposal and program notes
- Learn to engage with and assess academic sources
- Demonstrate the ability to construct an argument-driven scholarly project by writing a research paper

Required Textbook

Turabian, Kate. *A Manual for Writers of Research Papers, Theses, and Dissertations* ninth edition. University of Chicago Press, 2018.

Course Requirements

Instructional Methods

Students will follow outlined activities for each week that include readings, discussions, and assignments.

Assessments

Discussions: Students will post responses to prompts related to weekly class topics.

Practice Bibliography: Students will find examples of specific types of sources and properly cite them.

Program Notes: Students will write notes for a program of their choosing.

Grant Proposal: Students will find a grant relevant to their field of music and write a proposal for it.

Annotated Bibliography: Students will create a bibliography for their proposed research paper topic and provide annotations.

Abstract: After initial research, students will submit an abstract summarizing their research paper.

Research Paper Outline: Students will submit a detailed outline of their research paper.

Research Paper: This paper will cover a research topic of the students' choosing within humanistic music studies and will be at least 2,400 words. Students who submit a paper below the required word count will automatically receive a zero on the assignment.

Grading

Discussions	150
Practice Bibliography	100
Program Notes	100
Grant Proposal	100
Annotated Bibliography	100
Abstract	125
Research Paper Outline	125
Research Paper	200
Total	1000

A=900-1000 B=800-899 C=700-799 D=600-699 F=Below 600

Course and University Procedures / Policies

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance

Attendance Policy

Because this is an online course, there is no attendance policy. It is the responsibility of each student to keep pace with the course and complete work on time.

Late Assignments or Work

Assignments submitted within one week of the deadline will incur a 50% penalty. No assignments will be accepted beyond one week after the deadline.

Online Etiquette

Students are expected to be thoughtful and courteous in expressing their opinions and in responding to those of their classmates.

Academic Integrity

Students at East Texas A&M University are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures: [Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

AI Use in Course (University Statement)

East Texas A&M University acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

AI Use in Course (Instructor Statement)

As an instructor, I recognize the potential of AI as a useful tool to aid learning, create content, and refine writing skills. However, I will not utilize AI to generate course materials or provide feedback to students. In this class, students are permitted to incorporate AI into assignments only when explicitly instructed to do so. Any other use of AI on assignments or exams will be deemed as academic dishonesty.

School of Music Mission Statement

The School of Music at East Texas A&M University promotes excellence in music through the rigorous study of music history, literature, theory, composition, pedagogy, and the preparation of music performance in applied study and ensembles to meet the highest standards of aesthetic expression

University Mission Statement

East Texas A&M University provides a personal educational experience for a diverse community of life-long learners. Our purpose is to discover and disseminate knowledge for leadership and service in an interconnected and dynamic world. Our challenge is to nurture partnerships for the intellectual, cultural, social, and economic vitality of Texas and beyond

Students with Disabilities (ADA Statement)

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, contact the Office of Student Disability Services at 903-886-5150, 903-886—5835; email studentdisabilityservices@etamu.edu; online at [Office of Student Disability Resources and Services](#); or in-person in Room 162 of the Velma K. Waters Library.

East Texas A&M University Supports Students' Mental Health

The Counseling Center at East Texas A&M, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.tamuc.edu/counsel

Health and Wellness

As an Institutional Member of the National Association of Schools of Music, East Texas State A&M University supports the Association's commitment to student health and wellness. The following web address provides links to information for resources related to physical and mental well-being, as well as assists in offering preventative measures that students can take to avoid serious and/or chronic conditions: [Musician Health and Safety - East Texas A&M University](#)

East Texas A&M University Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#). <http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>
<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

Tenets of Common Behavior

All students enrolled at the university shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See current Student Guidebook)

Nondiscrimination Notice

East Texas A&M University will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained

Campus Concealed Carry Statement

Campus Concealed Carry - Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in East Texas A&M University buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and East Texas A&M Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to [http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedure s/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf](http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedure%20s/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf) and/or consult your event organizer). Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

LMS

All course sections offered by East Texas A&M University have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser

Support: https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

Zoom Video Conferencing Tool

https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universitysalmenu

Access and Navigation

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@etamu.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a ETAMU campus open computer lab, etc.

Communication and Support

If you have any questions or are having difficulties with the course material, please contact your Instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

Course Calendar

Week	Content
Week 1: 8/25-8/29	Course Introduction; Types of Sources R: Turabian, Ch. 3 and 15 Discussion 1 due
Week 2: 9/1-9/5	Finding and Citing Sources R: Turabian, Ch. 16 Practice Bibliography due
Week 3: 9/8-9/12	What is Research? R: Turabian, Ch. 1 Discussion 2 due
Week 4: 9/15-9/19	Writing about Music for General Audiences R: Syracuse University Libraries, "Music: Write Program Notes" Program Notes due
Week 5: 9/22-9/26	Finding Grants R: TAMUC Office of Sponsored Programs, "Grant Search Tools" Discussion 3 due
Week 6: 9/29-10/3	Writing Grants R: TAMUC Office of Sponsored Programs, "Proposal Writing" Grant Proposal due
Week 7: 10/6-10/10	Picking a Research Topic R: Turabian, Ch. 2 Discussion 4 due
Week 8: 10/13-10/17	Initial Research R: Turabian, Ch. 3 Annotated Bibliography due
Week 9: 10/20-10/24	Writing a Thesis Statement R: Turabian, Ch. 5; Indiana University Writing Services, "How to Write a Thesis Statement" Discussion 5 due
Week 10: 10/27-10/31	Writing an Abstract R: Abstract Examples Abstract due
Week 11: 11/3-11/7	Creating a Draft R: Turabian, Ch. 6 Research Paper Outline due
Week 12: 11/10-11/14	Individual Meetings R: Turabian, Ch. 7

Week	Content
Week 13: 11/17-11/21	Individual Meetings R: None
Week 14: 11/24-11/28	Finalizing a Draft R: Turabian, Ch. 9 and 10
Week 15: 12/1-12/5	Finalizing a Draft R: None <i>Research Paper due</i>