PROGRAM PREPARATION GUIDELINES

To help expedite the processing of your recital program, please follow the guidelines listed below. Please check each item carefully. These guidelines are designed to help prepare you for an important part of your professional responsibilities as performer, conductor and educator. Double-spaced, typed programs (Microsoft Word file and hard copy) are preferred. Provide standardized titles; include the key, when this is a common part of the title (Check the *New Grove*).

1. Include the opus and number of a piece when appropriate.

2. Give a date of composition or publication date.

3. Give the catalog number for works by Bach, Haydn, Mozart, Scarlatti and Schubert when appropriate.

4. If you are playing a movement or a transcription of a movement, give the title of the entire work, as well as the movement number and title. List, order of performance, the number, the title, tempo marking or dance form of all of the movements in the piece that are to be performed (e.g., Allegretto; Bourrée).

5. Number the movements according to your reference materials (see Resources list below).

6. Write out the composer's entire first and last name (and middle, when appropriate).

7. Find the birth and death dates for composers.

8. If the piece is an arrangement or transcription, identify the person responsible for the version you are performing along with birth and death dates.

9. Check all information carefully; this is YOUR recital, it reflects upon you, your teacher, and the College of Music!

Specific Types of Performances

1. For jazz pieces, the year of composition and the composer/arranger dates are strongly recommended.

2. For instrumental sonatas (and other multiple-movement works), be consistent in the language between titles and movements, as much as possible. If the foreign title is complicated and has a recognizable English equivalent, give a standardized English title (e.g., Fantasy and Fugue in C minor for Fantasia et Fuga in C Moll).

3. For vocal arias and song cycles, try to adhere to the original language (i.e., if the work is in Italian, French, German, or Spanish). When in doubt, check the *New Grove Dictionary of Music and Musicians* (see below) and ask your teacher.

Examples of Program Entries
(1) Classical
    Partita No. 2 in D minor, BWV 1004 (1720), Johann Sebastian Bach (1685-1750)
    Am Sonntag Morgen, Opus 49, No. 1 (1868), Johannes Brahms (1833-1897)
    Sonata in C minor, K. 457 (1784), Wolfgang Amadeus Mozart (1756-1791)
    La ci darem la mano, *Don Giovanni* (1787), Wolfgang Amadeus Mozart (1756-1791)

(2) Jazz
    4 on 6 (1960), Wes Montgomery (1923-1968)

Common Catalog Systems
Johann Sebastian Bach (1685-1750) = BWV (Bach-Werke Verzeichnis)
Joseph Haydn (1732-1809) = Hob. (standard form is a Roman numeral followed by an Arabic numeral, as in Hob. XV:5)
Wolfgang Amadeus Mozart (1756-1791) = K. (as in Köchel)
Domenico Scarlatti (1685-1757) = K. (as in Kirkpatrick)
Franz Schubert (1797-1828) = D. (as in Deutsch)

Resources for Composers and Compositions
(1) *New Grove Dictionary of Music and Musicians* (4th floor of Willis Library and on-line).

(2) *Baker's Biographical Dictionary of Musicians* (4th floor of Willis Library--call number ML 105.B16 2001 v. 1-6).

(3) *Baker's Biographical Dictionary of 20th Century Classical Musicians* (4th floor of Willis Library - call number MF 106.S612 1997).

(4) *Die Musikgeschichte in Geschichte und Gegenwart* (commonly known as MGG, 4th floor of Willis Library).

<h1 style="text-align: center;">USEFUL INTERNET SITES</h1>

UNT Library Home Page: http://www.library.unt.edu

Note: There is a link on the UNT Library site for the *New Grove Dictionary of Music and Musicians* on-line. This is our ultimate authority.

Search Engines: Use these to do a search on the internet for a piece--useful to type the composer and title of piece. If searching for a composer's dates, type the composer's name in the search field. You can also try putting the composer's name in quotation marks. If confirming information supplied by a performer, I suggest searching the composer's name along with the dates supplied on the program sheet. You also can check opera aria titles, although the accent marks will not always show. Search engines are particularly useful for checking jazz pieces, composers and soloists.

www.google.com	www.choralnet.org	www.barnesandnoble.com (for movements)
www.yahoo.com	www.blueletterbible.org	www.musica.net.org
www.allmusic.com	www.musicnotes.com	www.imdb.com (movie data base)
www.allclassical.com	www.recmusic.org/lieder	www.redhotjazz
www.altavista.com	www.aria-database.com	www.songwritershalloffame.org
www.bestoftrinidad.com	www.classical-composers.org	www.elmariachi.com
//musicabrasileira.org	www.theguitarguy.com	www.cduniverse.com
www.jazzstandards.com	www.classicalnotes.co.uk/home.html	www.classicalarchives.com
www.fjhmusic.com/composer/composer.htm	www.classicalmidiconnection.com/cmc/baroque.html	
www.naxos.com	www.amazon.com	//sheetmusicdb.net
www.songfacts.com	www.carols.org.uk	www.azlyrics.com
www.pianopedia.com	www.imdb.com	www.classiccat.net
www.leadingnote.com	www.jazz.com/encyclopedia	www.songfactgs.com

Johann Sebastian Bach: Search by BWV number, instrument, date, title, etc. Note that not all works have known dates.

<p style="text-align: center;">http://www.jsbach.org/</p>

Wolfgang Amadeus Mozart: Lists many works, movements, titles, keys, Köchel numbers, and dates. I have not confirmed all of the dates, so I would not trust this site as my primary source for composition dates.

<p style="text-align: center;">http://www.classicalmidiconnection.com/cmc/mozart.html</p>

(Do not click on any of the hypertext links unless you want to download an electronic recording of the music.)

Domenico Scarlatti: I have not found any of these with a date listed. To my knowledge, most of his keyboard music cannot be dated.

<p style="text-align: center;">http://www.classical.net/music/composer/works/scarlattid/index.html</p>

(The best way to search this site is by Kirkpatrick number, the system we use for identifying his works. Other useful information includes keys of his sonatas and movements when applicable.)

Art Song Titles and Composers: A good way to check titles, texts, and sometimes dates of composition, click on choice under the Index to Titles column: http://www.recmusic.org/lieder/

Contemporary Composers: Links to their websites; a good place to check for composers who are writing music right now, but not all composers are listed and not all websites are equally useful.

<p style="text-align: center;">http://research.umbc.edu/[tilde]tmoore/musiclinks.html?/[tilde]tmoore/nml/composersb.html</p>

Band Music: Program notes for some frequently-played works: http://www.sjws.org/program notes.html

Books:
Program Notes for Band by Norman Smith (Shattinger)--especially good for newer works
The Fischer-Dieskau Book of Lieder (Alfred A. Knopf, New York, 1977)--original text to over 750 songs
Interpretation of French Song by Bernac

LS - Edited MLH 7.30.24