MU 590D Workshop
2022 Colorado Music Educators Association Clinic/Conference

Assignment Instructions

Welcome to CMEA and thank you for your interest in continuing education credits with Colorado State University!

Instructor of Record

Adam A Torres, M.M.
Adam.Torres@colostate.edu
970.541.0068 (Google Voice)
University Center for the Arts, #322A

How to Register

To register for MU 590D CMEA Clinic/Conference credits, please visit the following URL from any internet-connected device:
https://www.online.colostate.edu/courses/MU/MU590D.dot?Term=Spring%202022&Group=A&sel=2026551

You can also access the URL above through this QR code:

![QR code](image)

All payments will be processed online through the CSU RAMweb portal (no payments will be accepted at the CMEA Clinic/Conference). Please be patient while CSU Online processes your registration – confirmation e-mails may not be sent automatically. **Be aware, this course cannot be dropped and is not eligible for a refund.**

A quick note: For those students who have completed Continuing Education Credits at CMEA through CSU in previous years, the registration process changed in 2019 – CSU Online no longer creates or processes the standard form used in past offerings of this course. For any questions about registration, please contact CSU Online, (877) 491-4336.

Assignment Requirements and Instructions

One Credit: Reflections on 13 Units of CMEA Workshop Sessions
Two Credits: Reflections on 26 Units of CMEA Workshop Sessions

A “unit”, for the purposes of Continuing Education credits through the 2022 CMEA Clinic/Conference, will include all sessions of lectures, workshops, master classes, concerts, and professional meetings. **Please note that time spent in the Exhibit Hall will NOT be considered an appropriate unit for this course.** Each unit corresponds to approximately one hour; sessions which are slightly shorter than a unit may be rounded up. Please contact the Instructor of Record if there are any questions regarding appropriate designation of units for a particular session.

For each completed unit during the conference, you will complete a brief (60-150 words) summary reflection addressing the following prompts:

- Name of Session, Name of Presider, Date/Time of Session
- List of topics discussed in this session (or repertoire performed in concerts)
• How does this material apply to your professional practice?
• Review any resources provided and discuss how they can specifically apply to your work as a music educator

Each reflection should be written in a professional tone, with correct spelling/grammar throughout. It is recommended that you take notes through each session to facilitate the writing process for each reflection. It is acceptable if reflections exceed the recommended word count. All responses must be typed – no handwritten reflections will be accepted. If additional information or revisions are necessary, the Instructor of Record will provide specific feedback and instructions for successful completion of this course.

Assignment Submission

This year's CMEA Continuing Education Credits assignment will be accepted electronically, via e-mail, to the Instructor of Record (adam.torres@colostate.edu).

• Please submit a .doc, .docx, or .pdf file of your reflections as an e-mail attachment or as a link to a hosted file through Google Docs, OneDrive, Dropbox, etc. Please be sure that privacy settings are appropriately configured to allow Instructor access.

Checklist and Deadlines

1. Complete MU 590D Registration Online. **Registration Deadline: February 15, 2022.**

2. Complete the appropriate number of sessions for the credits you are seeking (13 reflections for one credit, 26 reflections for 2 credits). Take notes during each session and transfer to a 60-150 word reflection addressing the aforementioned requirements. Submit a completed Reflections Assignment to the Instructor of record by Sunday, February 20, 2022.

3. Instructor grading will be completed by Sunday, February 27, 2022, after which grades will be submitted to the Registrar’s Office for processing. Please be aware that reflections lacking in content or formality of prose may require a resubmission – deadlines for these occurrences will be on a case-by-case basis at the discretion of the instructor with consideration of the student's professional obligations.

If you have any questions, don’t hesitate to contact the Instructor of Record. Thank you for your work as a music educator, enriching the lives of Colorado students through the infinite varieties of the musical spectrum, and thank you for choosing the Colorado State University School of Music, Theatre, and Dance to pursue continuing education credits.

Other Links/Resources:

Transcripts:  [https://registrar.colostate.edu/student-resources/transcripts/](https://registrar.colostate.edu/student-resources/transcripts/)

CSU Registrar:  [https://registrar.colostate.edu](https://registrar.colostate.edu) - 970.491.4860

CSU Online:  [https://www.online.colostate.edu/contact/](https://www.online.colostate.edu/contact/) - 970.491.5288

(Related Issues/Questions):

CSU EID:  [https://eid.colostate.edu](https://eid.colostate.edu)

CSU Music:  [http://music.colostate.edu](http://music.colostate.edu) - 970.491.5529

School of Music, Theatre, and Dance